

**THE MINUTES OF THE BUSINESS MEETING OF THE  
BOARD OF EDUCATION, BOROUGH OF RINGWOOD, NEW JERSEY  
HELD AT MARTIN J. RYERSON ON JULY 25, 2011**

**I.** The meeting was called to order by President Tassitano at 6:31 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	Katy McKeever	- absent
Gina Donatien	- present	Sam Nastory	- absent
Melissa Griegel	- present	Richard Schaefer	- present
Lynne Klosowski	- absent	President Tassitano	- present
Mary Kunert	- present		

Also present:

Warren C. Mitchell, SBA/BS

Hugh E. Beattie, Superintendent

**II. PUBLIC PARTICIPATION I**

PUB.PARTI

Joan Miller, Executive Secretary to the Business Administrator, read a statement to the Board concerning item D9, the salary increase for the independents. She asked that when they make their decision, that they take into account the additional responsibilities the independents now hold along with “past practice” and policy. In the past, the Executive Secretary’s and the Administrative Assistant to the Superintendent’s salary had always been determined by the results of the negotiations settled by the school secretaries, along with the recommendation of the Chief School Administrator.

Debbie Dittmer, Bookkeeper/Acctg.Ass’t., commented on the increase that the Board was going to vote on tonight concerning the independents and only asked that they would be fair in their decision and follow past practice when determining the increase of the independents. Due to the amount of work in the Board office, she mentioned how the employees do not take their breaks and that some even work through their lunch. She commented how much time she had stayed overtime to learn her new job when she became bookkeeper. At that time, Dr. Martin had told her no overtime. She had to train herself. She stayed over 40 hours last summer to train herself on her own time.

Barbara Pagana, Administrative Ass’t. to the Superintendent, distributed the independent contracts to the Board, along with other pertinent information pertaining to “past practice,” policy, and fairness in making their decision concerning the salary increase for the independents. In all the years she had worked at the board office, she was very upset that she had to be at this board meeting to discuss the agenda item regarding this increase for herself and the independents. She reiterated what Debbie and Joan had said concerning the extra time we put in and felt that it was not right to only receive a 1% increase. She felt that this increase should be based on the Chief School Administrator’s recommendation and not on personal feelings or circumstances. This decision should be based on school policy and past practice, as the Board has always made their decisions. It is also reflected in past resolutions in the minutes.

**PUBLIC PARTICIPATION I** continued

Barbara Pagana, as a resident of Ringwood, commented on the background fingerprint check fee for Board members which would be paid by the taxpayers. As the board members devote their time and effort to the district, she commented that so do we, as employees of the district, and that we, too, deserve to be treated fairly. If the union had received 1% this year, and our raise is guided by the results of their contract, we would have been more than satisfied with 1% also. Our salary increase has never been determined until after negotiations with the union is completed. We only ask that you be fair when determining our increase for the coming year. She also mentioned that when the lawyer is consulted on issues regarding union members, “past practice” usually prevails. It is only fair that “past practice” should prevail for the independents.

Debbie Lypowy, Supervisor of Transportation, commented on Personnel item #D9, and reiterated everyone’s statement that the Board be fair in making their decision. She commented on the added responsibilities she has received in the last few years. This was due to the reduction in hours to a secretary and also the elimination of a maintenance person. She has had to take up the loose ends. She does purchase orders, extra paperwork, and plows the parking lot in the winter due to snow storms. All she is asking for is fairness.

Steve Evans, Building and Grounds Supervisor, commented on Personnel item #D9 and only asked that the Board be fair when making their decision on this item. In the past, his increase had always been determined by what was being offered in the Custodial/Maintenance Contract. Same as Debbie Lypowy, when the custodial/maintenance took a decrease in their raise last year, we followed their contract and took that decrease. He was only asking that in keeping with past practice and following their contract guidelines, that Debbie and he receive the same raise as the custodial/maintenance workers.

President Tassitano commented that this item would be discussed in public session later in the meeting when this personnel item comes up for discussion.

**III. EXECUTIVE SESSION**

Executive Session was postponed to the end of this meeting.

**IV. SUPERINTENDENT'S REPORT**

SUPT RPT.

Superintendent Beattie updated the Board on the temporary library room at Hewitt. He remarked that the interview process is slowly coming to a halt. Our committees and administrators have done an outstanding job. He feels we have a quality team coming in.

Superintendent Beattie commended Mr. Sutcliffe for his job with the HIB committee. They have put together a wonderful presentation for our professional development day in September.

Superintendent Beattie commented on student busing and daycare centers. Extensive board discussion ensued.

**V. BOARD PRESIDENT'S REPORT**

BD.PRES.RPT

President Tassitano asked that if any board member could not attend a board meeting, he/she should contact either the Board Secretary or herself.

She also mentioned that she received an email from a Ringwood Board of Education in Illinois. They asked us if we would kindly add New Jersey to our Website so people wouldn't get confused.

President Tassitano announced that the School Boards Delegate Assembly will be on November 19<sup>th</sup>. She notified Mary Kunert and Lynne Klosowski. She also commented that the New Jersey School Boards Workshop is October 24 through October 26, 2011 in Atlantic City and that if you were attending, you could register for your classes on-line.

President Tassitano reviewed the fingerprinting procedures that Board members now must follow as a requirement to be on the Board. Board discussion followed. The board members were given the criminal history application with instructions for completing the process.

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

BD.SECY RPT

Board Secretary Mitchell commented on the updated contact list. He then shared with the Board information he had received from Strauss Esmay concerning the policy manual. He explained the details of their fee of \$13,000. No matter how great a shape the Board feels their policy manual is, he was told that Strauss Esmay still has to review the entire manual. He also had distributed an example of their format to compare with our policy pages. He stressed that the content of the policy is very important. He hoped that the board would review this information and make a decision at our next board meeting. Board discussion ensued.

Mr. Mitchell announced that our rooms for the October workshop would be at the Showboat.

Mr. Mitchell also informed that Garden State Environmental would be doing air quality tests at the board office. It is an issue that needs to be addressed at the Board Office since employees at the Board office have been having health issues.

**VII. CORRESPONDENCE**

CORRES

President Tassitano mentioned the e-mail she received from the Ringwood Board of Education in Illinois.

President Tassitano also wanted to remind everyone to complete the survey that Paul Breda sent out concerning the goal setting meeting.

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

**A. Minutes**

MINUTES

Motion was made by **Trustee Citranglo**, seconded by **Trustee Griegel** to approve the following minutes:

Work Session	June 20, 2011
Executive Session	June 20, 2011
Business Meeting	June 27, 2011
Executive Session	June 27, 2011

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

**B. Consent Agenda Motions**

CONSENT  
ITEMS

The following items 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.

President Tassitano stated that the Addendum items D12 through D19 and F10 would be added to the agenda items listed below:

Motion was made by **Trustee Schaefer**, seconded by **Trustee Citranglo** to approve the consent agenda items along with the addendum items, excluding items **D9**, and **F6** which would be voted on separately, and **D5**, which would be withdrawn.

President Tassitano announced that she would like to **pull item #D9 and # F6 to be voted on separately. Item #D5 would be withdrawn**, replaced by **#D18**.

Board discussion occurred on item **#E1** concerning purchases and transportation.

Board discussion occurred concerning **#F8** and whether or not the rent amount would be changed for PCESC. It was decided that the rental fee would be the same for the coming year. However, Board Secretary Mitchell stated that he would be reviewing this agreement and doing a cost analysis for the 2012-13 school year.

President Tassitano reminded board members to follow up on their Criminal History Background Checks per Item **#F1**.

1. Motion to approve the following **consent agenda items**: C1, C2, C3, D1, D2, D3, D4, D6, D7, D8, D10, D11, D12, D13, D14, D15, D16, D17, D18, D19, E1, E2, E3, E4, E5, E6, F1, F2, F3, F4, F5, F7, F8, F9, F10, G1, H1.

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 available 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. 6A:23-2.12(c) 4.

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

District Bills	for June 2010	in the amount of \$ 676,499.39
Cafeteria Bills	for June 2010	in the amount of \$ 81,248.30

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

for June 15, 2011	in the amount of \$ 623,798.08
for June 24, 2011	in the amount of \$ 609,693.96
for June 30, 2011	in the amount of \$ 53,973.64

D. Personnel

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 TEACHERS  
Molly McCarthy

PARAPROFESSINALS  
Molly McCarthy

STATE TEACHERS  
Belinda Bedard  
Diane Brunda  
Joyce DeMartino

2. Approve, upon the recommendation of the Superintendent, the transfer of **Jann Lorie** from a 6<sup>th</sup> Grade Math Teacher to a Basic Skills Teacher at M. J. Ryerson School for the 2011-2012 school year.

LORIE  
BASIC  
SKILLS

3. Approve, upon the recommendation of the Superintendent, the appointment of **Pamela deWaal** as a Full-Time 6<sup>th</sup> Grade Math Teacher at M. J. Ryerson School at BA Step 2, \$51,325 with medical benefits, for the 2011-2012 school year. Ms. Lorie was transferred to the Full-Time Basic Skills position. Ms. DeWaal is filling the vacant 6<sup>th</sup> Grade Math position.

DE WAAL  
MATH

**Sheet # 6 – Work/Business Meeting, July 25, 2011**

**Personnel continued**

- 4. Approve, upon the recommendation of the Superintendent, the appointment of **Ashley Close** as a substitute Third Grade Teacher at Robert Erskine School at BA Step 1 \$50,825, no medical benefits, from September 1, 2011 to the end of the October 14, 2011 workday. Ms. Close is replacing Dana Volpe who is on an unpaid leave of absence. CLOSE  
SUB 3RD
  
- 5. Approve, upon the recommendation of the Superintendent, the transfer of **Lauren LaGreca** from a part-time Kindergarten Teacher to a Full-Time Long Term Substitute 3<sup>rd</sup> Grade Teacher at Peter Cooper School at BA+15 Step 4 \$53,225, with medical benefits, for the 2011-2012 school year. Ms. LaGreca is replacing Ms. Hroncich who is on a leave of absence. WITHDRAWN  
SEE ITEM  
D18
  
- 6. Approve the appointment of **Gigi Bognar-Doherty** to work in the 2011 K-8 Extended School Year Program and Preschool Program as a substitute teacher at an hourly rate of \$38.23. When called, she will work July 1, through July 29, 2011 from 8:00 am – 1:00 pm. Days/hours worked will be documented by time sheets. BOGNAR-  
DOHERTY  
SUB TCHR.
  
- 7. Approve, the **reimbursement of unused sick leave**, as requested, in writing, from the following teachers listed below who are retiring the end of the 2010-2011 school year, for up to a maximum of 100 days\* at \$60/day, for a maximum reimbursement, per individual, of \$6,000, upon retirement, per Article XVI, Section G1 of the Teachers’ Contract. UNUSED  
SICK LEAVE  
REIMBURSE.

	<u>Unused Sick Days*</u>	<u>Reimbursement</u>
Susan Calcagno	100	\$6,000
Marilyn Dondero	100	\$6,000
Ann George	100	\$6,000
Gail Halcomb	100	\$6,000
Phyllis Phillips	68	\$4,080
Elizabeth Redner	47	\$2,820
Janette Schweiker	95.5	\$5,730

- 8. Approve, with regret, the acceptance of the resignation of **Alyssa Bono** from her current position of ABA Therapist, for the Ringwood School District, effective August 13, 2011. BONO  
RESIGN

**Sheet # 7 – Work/Business Meeting, July 25, 2011**

**Personnel** continued

After extensive Board discussion, a review of the information received, and a review of the independent contracts, it was decided to adjust the increase for the independents. In keeping with past practice, and the recommendation of the Superintendent, they would receive the same raise as the units whose contracts they follow with benefits.

Motion was made by **Trustee Citranglo**, seconded by **Trustee Kunert** to approve the following item, # D9:

9. Approve the salaries, at a 1% increase, for the District **Independent Employees** for the 2011-2012 school year retro back to July 2011.

Richard Buurman	Head Mechanic	\$76,305.50 + 1,400 longevity	= \$77,705.50
Debra Dittermer	Bookkeeper/Acct. Asst.		= \$47,470.00
Steven Evans	Buildings & Grounds Supervisor		= \$69,507.19
Jay Logan	Mechanic		= \$51,510.00
Debra Lypowy	Transportation Supervisor		= \$78,597.19
Joan Miller	Ex. Sec. to SBA/BS	\$55,382.34 + \$615 longevity	= \$55,997.34
Jean Nigro	Asst. to the Trans. Supervisor	\$48,120.44 + \$750 longevity	= \$48,870.44
Barbara Pagana	Adm. Asst. to Supt.	\$55,242.96 + \$465 longevity	= \$55,707.96

Motion was denied by the following roll call vote:

Janet Citranglo	- no	Katy McKeever	- absent
Gina Donatien	- no	Sam Nastory	- absent
Melissa Griegel	- abstain	Richard Schaefer	- yes
Lynne Klosowski	- absent	President Tassitano	- no
Mary Kunert	- no		

**Trustee Citranglo** moved that the Board goes back to Mr. Beattie's recommendations, that as per the contracts, they receive the same increase as the units whose benefits they follow. **Ms. Kunert** seconded this motion. Until there are new negotiations, their contracts should stand. It was stressed that in the future as new negotiations come up, employees may never see these kind of increases again.

**Item #D9 was then amended** to read as follows:

INDEPTS.  
CONTRACT

9. Approve the salary increases for the District **Independent Employees** for the 2011-2012 school year retro back to July 2011 as follows:

Richard Buurman	Head Mechanic	3.8%
Debra Dittermer	Bookkeeper/Acct. Asst.	4.50%
Steven Evans	Buildings & Grounds Supervisor	3.8%
Jay Logan	Mechanic	3.8%
Debra Lypowy	Transportation Supervisor	3.8%
Joan Miller	Ex. Sec. to SBA/BS	4.50%
Jean Nigro	Asst. to the Trans. Supervisor	3.8%
Barbara Pagana	Adm. Asst. to Supt.	4.50%

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

Sheet # 8 – Work/Business Meeting, July 25, 2011

Personnel continued

10. Approve, upon the recommendation of the Superintendent, the appointment of **Jessica Zwerin** as a Personal Paraprofessional requiring visually impaired and blind experience along with fluency in Braille at Robert Erskine School at \$23.00/hour for 29.9 hours per week, no medical benefits, effective September 7, 2011 for a ninety (90) day probationary period (December 5, 2011) for the 2011-2012 school year. ZWERIN  
PARA
11. Approve the appointment of **Lori Hart** as a Substitute ABA Therapist for the 2011 R.E.A.L.M. Extended School Year Programs at an hourly rate of \$21.00 per hour. When called, she will work July 1 to August 12, 2011 from 8:00 am – 1:00 pm. Hours worked will be documented by time sheets. HART  
SUB ABA
12. On the original July 25, 2011 agenda, **Item D. #5** removed and replaced by **Item D. #18**, listed below.
13. Approve the annual salary of \$91,035.00 for **Warren Mitchell**, School Board Secretary/Business Administrator, for the 2011-2012 school year. MITCHELL  
SALARY
14. Approve, upon the recommendation of the Superintendent, the transfer of **Lisa Hroncich** from a 3<sup>rd</sup> Grade Teacher to a Part-Time Kindergarten Teacher at Peter Cooper School. HRONCICH  
PT K TCHER
15. Approve, upon the recommendation of the Superintendent, the appointment of **Donna Jackson** as a Full-Time Speech Teacher at Robert Erskine School at BA+30 Step 3 \$53,325, with medical benefits, effective September 1, 2011 for the 2011-2012 school year. In the 2010-2011 school year Essex County Services Commission provided services for this vacant part-time position. Due to the increase in the caseload at Robert Erskine School, it is necessary for this position to become full-time. JACKSON  
SPEECH
16. Approve, upon the recommendation of the Superintendent, the appointment of **Lauren Sergi**, as a Long Term Substitute Basic Skills Teacher at M. J. Ryerson School at the State Certified rate of \$90.00 a day, effective September 1, 2011 for the first 20 days of employment. Beginning on the 21<sup>st</sup> day of employment Ms. Sergi will move to BA Step 1 \$50, 825 prorated, with medical benefits, for the 2011-2012 school year. Ms. Sergi will be replacing Jann Lorie who is on an unpaid leave of absence. SERGI  
BASIC  
SKILLS
17. Approve, upon the recommendation of the Superintendent, the appointment of **Maryann J. Kudlacik-Kawiecki**, as a Full-Time, District-Wide, Enrichment Teacher at BA Step 2 \$51,325, with medical benefits, effective September 1, 2011 for the 2011-2012 school year. Ms. Kudlacik-Kawiecki is replacing Susan Calcagno who has retired. KUDLACIK  
KAWIECKI  
ENRICHMNT

Sheet # 9 – Work/Business Meeting, July 25, 2011

Personnel continued

18. Approve, upon the recommendation of the Superintendent, the transfer of **Lauren LaGreca** from a Part-Time Kindergarten Teacher to a Full-Time 3rd Grade Teacher at Peter Cooper School at BA+15 Step 4 \$53,225, with medical benefits, effective September 1, 2011 for the 2011-2012 school year. Ms. Hroncich was transferred to the Part-Time Kindergarten Teacher at Peter Cooper School. Ms. LaGreca is filling the vacant 3<sup>rd</sup> Grade position LAGRECA FT 3<sup>RD</sup> GR
19. Approve **movement on the guide** effective September 1, 2011, as listed. GUIDE MOVEMT. LEWIS
- Dina Lewis
- |       |       |        |   |
|-------|-------|--------|---|
| From: | BA    | Step 5 | \$51,825.00 for the 2010-2011 school year |
| To:   | BA+15 | Step 6 | \$54,825.00 for the 2011-2012 school year |

E. Curriculum/Instruction

1. Approve the **Community Base Instruction** for the **R.E.A.L.M.** programs and amounts listed for one time weekly shopping trips while school is in session, for the 2011-2012 school year. The district pays for purchases and provides transportation. REALM COM.BASE INSTR.
- |                 |               |
|-----------------|---------------|
| Teen R.E.A.L.M. | \$200.00/year |
| I. R.E.A.L.M.   | \$200.00/year |
| R.E.A.L.M. K-3  | \$200.00/year |
2. Approve the **participation of M. J. Ryerson Middle School Sports' Teams** as a member of the Greater Morris County Junior School Coaches Association, Inc.; said teams (boys' and girls' basketball) have been, and are hereby again, approved by the Ringwood Board of Education for the 2011-2012 school year. Association and tournament fees are approximately \$395.00. PARTIC. MJR SPORTS TEAMS
3. Approve the *corrected amount paid* of \$9,504.00 for **student #2314** to receive Occupational Therapy, Physical Therapy, and Speech Therapy services, per the IEP, at Camphill Special School, for a total of 3 hours per week, at \$88.00/ hour for a total of \$264.00/week for thirty-six weeks (36), for the 2011-2012 school year. This was incorrectly stated in the original contract. #2314 OT PT SP CAMPHILL
4. Approve **student #114906** to receive Occupational Therapy services for two (2) 45-minute sessions per week, as per the IEP, provided by S&S Therapeutics, at the rate of \$111.80/session for a total of eight (8) sessions for an amount not to exceed \$894.40 for the 2011 Extended School Year. #114906 OT S & S
5. Approve **student #2903** to receive an additional six (6) hours of Training/In-Service/ Tech Support for Dynavox training performed by Bergen County Special Services @ the amount of \$138.00/hr for a total amount not to exceed \$828.00, for the 2010-2011 school year. #2903 DYNAVOX
6. Approve **Out-of-District Placements and Related Services** for the 2011-2012 ESY and Ten-Month school year, as attached. (The attachment was included in the 6/20/11 Work Session packet.) OUT OF DIST ESY 2011-12

Sheet # 10 – Work/Business Meeting, July 25, 2011

F. District Operations

1. Approve to re-enter into an agreement with the **S.T.N. Alert Now Rapid Communication Service** for the time period of one year commencing July 29, 2011 through July 28, 2012. S.T.N. Alert Now Rapid Communication Service will be paid \$2.00 (approximately \$2,474) for every enrolled student (1237 as of July 19, 2011) in the Ringwood Public Schools to provide a service where emergency telephone announcements can be made to all Ringwood Public School District families and staff automatically and rapidly. This is a decrease in fee due to a decrease in enrollment. STN ALERT NOW
  
2. Approve the **mileage allowance** at a rate authorized by the annual State Appropriations Act of \$.31 per mile. In accordance with the Office of Management and Budget circular, if any condition in an existing negotiated contract is in conflict with the circular, such as the mileage reimbursement rate, the provision of the contract will prevail. *Those contracts which include the IRS Standard mileage rate, effective 7/1/2011 through 12/31/2011, the rate will increase to 55.5 cents per mile.* MILEAGE ALLOWANCE
  
3. Approve **Garden State Environmental** to conduct indoor air quality (IAQ) consulting services at the Ringwood Board of Education Administrative Offices at a fee not to exceed \$1800. GARDEN ST. ENVIRONM.
  
4. Approve the acknowledgement of the receipt of all **bids for the purchase of one school bus** submitted at the public bid opening conducted on Tuesday, June 28, 2011 at 1:00 P.M. in the district's Administration Building conference room as follows:  
Bid #11-02 Wolfington Body Company, Inc. \$86,900  
Hainesport, NJ 08036  
  
Bid #11-02 Truck King International \$87,000  
Keansburg, NJ 07734  
  
*And Be It Resolved* that the Ringwood Board of Education approves the **award of Bid #11-02** for one school bus to Truck King International, the qualified bidder, for the 2010 - 2011 school year as follows:  
  
(1) 2012, Type "C" Conventional School Bus, 54 Passenger, Diesel Vehicle at \$87,000. Initial payment of \$15, 719.33 plus a \$400.00 document fee to Wells Fargo Equipment Finance with five (5) year subsequent lease/purchase payments to Wells Fargo Equipment Finance in the annual amount of \$15,719.33 includes APR 3.20%. BID 11-02 SCHOOL BUS
  
5. Approve the submission to the New Jersey State Department of Education Passaic County office the **Application for Dual Use of Educational Space** at the E. G. Hewitt School, for the 2011-2012 School Year. Classroom #2 will be subdivided to provide two special education resource rooms. DUAL USE RM 2 HEWITT

Sheet # 11 – Work/Business Meeting, July 25, 2011  
District Operations continued

After extensive Board discussion, Item #D6 was tabled for further discussion until the next board meeting in August.

Motion was made by **Trustee Citrango**, seconded by **Trustee Donatien**, to table item #D6 until August 15<sup>th</sup>.

Motion was unanimously approved by voice vote.

- |    |   |   |
|----|---|---|
| 6. | Approve the Resolution of the BOROUGH OF RINGWOOD BOE AUTHORIZING ITS PARTICIPATION IN THE PASSAIC COUNTY IMPROVEMENT AUTHORITY'S <b>RENEWABLE ENERGY PROGRAM</b> , AND AUTHORIZING THE AUTHORITY TO APPLY TO THE LOCAL FINANCE BOARD FOR THE NECESSARY CONSENTS AND APPROVALS ON BEHALF OF THE PARTICIPATING LOCAL UNIT in Connection with the RENEWABLE ENERGY PROGRAM. | RENEWABLE<br>ENERGY<br>PROGRAM<br><br><b>TABLED</b> |
|----|---|---|

**WHEREAS**, the Passaic County Improvement Authority (the “*Authority*”) has developed a program (the “*Program*”) for the financing, design, permitting, acquisition, construction, installation, operation and maintenance of photovoltaic and other renewable energy capital equipment and facilities, including any related electrical modifications, work related to the maintenance of roof warranties, or other work required, desirable or convenient for the installation of such systems (collectively, the renewable energy capital equipment and facilities, the “*Renewable Energy Projects*”) for and on behalf of the County of Passaic (the “*County*”) and local governmental units within the County, including without limitation municipalities, boards of education for school districts, local authorities and any other local government instrumentalities, public bodies or other local government entities (collectively, including the County, the “*Local Units*”); and

**WHEREAS**, the Renewable Energy Projects procured under the Program are to be installed on, in, affixed or adjacent to and/or for any other Local Unit-controlled buildings, other structures, lands or other properties of the Local Units (collectively, the “*Local Unit Facilities*”); and

**WHEREAS**, the primary goal of the Program is to expand the use of renewable energy sources available and utilized by the Local Units for their Local Unit Facilities, with the attendant environmental and financial benefits associated thereby, and to reduce the energy-related operating costs to the Local Units for their Local Unit Facilities, all intended to be offered at no net cost to the Local Units; and

**WHEREAS**, in accordance with (i) N.J.S.A. 40A:11-4.1(k) of the Local Public Contracts Law, and N.J.S.A. 18A:18A-4.1(k) of the Public Schools Contracts Law; (ii) Local Finance Board Notice 2008-20, December 3, 2008, *Contracting for Renewable Energy Services*, (iii) the State Board of Public Utilities (“*BPU*”) protocol for measuring energy savings in PPA agreements dated February 20, 2009 (*Public Entity Energy Efficiency and Renewable Energy Cost Savings Guidelines*), (iv) Local Finance Board Notice 2009-10 dated June 12, 2009, *Contracting for Renewable Energy Services: Update on Power Purchase Agreements*, and (v) all other applicable law, and pursuant to a competitive contracting process governed thereby, the Authority shall issue a request for solar developer proposals (the “*RFP*”) and

**District Operations** continued

**WHEREAS**, upon review of proposals from prospective solar developers, including the proposal of the successful respondent (the “*Company Proposal*”), the Authority anticipates to select a Company (the “*Company*”) to design, permit, acquire, construct, install, operate and maintain the Renewable Energy Projects and design, permit, acquire, construct, renovate, and install the Capital Improvement Projects, if any, in both cases for the designated Local Unit Facilities of such Local Units, with the terms to be set forth in the contract documents to be entered into between the Company and, at a minimum, the Authority, or acknowledged by the Company, as applicable; and

**WHEREAS**, in order to implement the Program at no cost to the Local Units, the Authority has determined that if the Company Proposal is selected pursuant to either Option 2 or Option 3 of the RFP, it may finance the respective Renewable Energy Projects and Capital Improvement Projects (if any), on, in or about the respective Local Unit Facilities, all as set forth on the exhibits to the Local Unit License Agreement defined below for each of the following participating Local Units:

- (i) Municipalities:
- (ii) Boards of Education:  
;and
- (iii) County of Passaic

(each a “*Local Unit*,” and together with any additional local governmental units within the County that might be added by the Authority to the Program pursuant to the Local Finance Board Application defined below or otherwise, collectively, the “*Local Units*”), through the issuance by the Authority of one or more series of bonds entitled “County of Passaic Guaranteed Renewable Energy Program Lease Revenue Bonds, Series 2011 (Federally Taxable)” in the aggregate principal amount not to exceed \$35,000,000 (the “*Series 2011 Bonds*”); and

**WHEREAS**, in the event that the Authority elects to finance the Renewable Energy Projects and Capital Improvement Projects (if any), prior to the issuance of the Series 2011 Bonds and in accordance with N.J.S.A. 40A:5A-6, 7 and 8 of the Local Authorities Fiscal Control Law, the Authority must file an application (the “*Local Finance Board Application*”) with, and seek, obtain, and officially recognize the findings from, the Local Finance Board in the Department of Local Government Services of the State Department of Community Affairs (the “*Local Finance Board*”); and

**WHEREAS**, the governing body of the Borough of Ringwood adopting this resolution (the “*Participant*”) desires to authorize the Authority and its consultants to submit the Local Finance Board Application on its behalf, if necessary, to finance the Renewable Energy Project(s) for the Participant (the “*Participant Project*”) set forth in **Exhibit A** attached hereto (it being understood that the Participant is taking no action in connection with the other Renewable Energy Projects of the other Local Units as set forth in **Exhibit A**); and

**District Operations** continued

**WHEREAS**, the pricing terms for the purchase of renewable energy-generated electricity produced from the Participant Project and sold through the Authority to the Participant, and bought by the Participant at an agreed upon price lower than that presently being paid by the Participant for electricity from its local utility, which pricing terms shall be competitively procured through the public RFP process and the Company Proposal, shall be established under the Authority’s Program for an initial term no greater than 15 years; and

**WHEREAS**, the Participant has offered - and the Authority has accepted - public buildings for inclusion in the Program, and the Participant understands and acknowledges that by taking this official action it intends to participate in the Program with regard to the Participant Project, and that the Authority is taking several actions in reliance upon the inclusion of these public buildings, including, without limitation, proceeding with the issuance of the RFP, the selection of the Company, the establishment of the renewable energy pricing under the Company Proposal, potentially seeking the required approvals from the Local Finance Board to issue the Series 2011 Bonds in accordance with the Local Finance Board Application, and the marketing, sale and issuance of the Series 2011 Bonds; and

**WHEREAS**, the Participant desires to confirm its participation in the Program in order to permit the Authority to proceed with the issuance of the RFP, and if necessary, obtain the approval of the Local Finance Board and issue the Series 2011 Bonds;

**NOW THEREFORE BE IT RESOLVED** by the governing body of the Participant as follows:

**Section 1.** The Participant believes that its participation in the Program (a) is in the public interest through the accomplishment of the purposes described in the preamble paragraphs above, including the possible financing of the Participant Project; (b) benefits the health, wealth, convenience or betterment of the Participant’s citizens; (c) entails amounts to be expended for the these purposes that are not unreasonable or exorbitant; and (d) is an efficient and feasible means of providing services for the needs of the Participant’s citizens without creating any financial burden upon the Participant.

**Section 2.** The \_\_\_\_\_, \_\_\_\_\_, and the \_\_\_\_\_ of the Participant (including their designees in writing, each an “*Authorized Officer*”) are each hereby severally authorized to assist the Authority, should the Authority determine to finance the Program, with the preparation and submission of the Local Finance Board Application for the purpose of financing the Participant Project through the issuance of the Series 2011 Bonds, and to take all action necessary, desirable, or convenient in connection therewith. Accordingly, the Authorized Officers, and any consultants of their choosing, shall, if necessary, represent the Participant at any public hearing held by the Local Finance Board in connection with the Local Finance Board Application.

**Section 3.** Upon a date to be selected by the Authority, the Authorized Officers shall deliver to the Authority a fully executed certificate, substantially in the form attached hereto as **Exhibit B**, evidencing the proper officials approval of the substance and scope of the Participant Project.

**District Operations** continued

**Section 4.** The Participant understands and acknowledges that by adopting this resolution, the Participant intends to participate in the Program, which may entail the funding of the Participant Project through a portion of the proceeds of the Authority's Series 2011 Bonds, and that the Authority is taking several actions in reliance upon this action by the Participant, including, without limitation, proceeding with the issuance of the Company RFP, the selection of the Company, the establishment of the renewable energy pricing under the Company Proposal, potentially seeking the required approvals from the Local Finance Board to issue the Series 2011 Bonds, as set forth in the Local Finance Board Application, and the marketing, sale and issuance of the Series 2011 Bonds, all for the benefit of the Participant and the other Local Units. The Participant further acknowledges that its continued participation in the Program is critical to the pricing to be obtained from Proposers during the RFP process and any change in the extent of its participation will have a negative impact on the other Local Units participating in the Renewable Energy Project.

**Section 5.** The Participant covenants to the Authority that: (i) except for extraordinary unforeseen circumstances not presently contemplated, the Participant intends to participate in the Authority's Program and will not withdraw any of the Local Unit Facilities from inclusion in the Participant Project that it has requested and the Authority has approved to be part of the Program, so long as the Company Proposal results in a savings to the Participant, and should it elect to withdraw such a Local Unit Facility for reasons other than an extraordinary unforeseen circumstance, that it will substitute a building with comparable energy usage or reimburse the Authority for the costs incurred to remove the public building from the Program, (ii) this official action authorizes the Authority to take all such actions contemplated above in order to develop the Participant Project and to provide the Participant with such savings and (iii) should the Authority determine to finance the Program, prior to the sale of the Series 2011 Bonds, the Participant shall (a), if it is a board of education, obtain any and all approvals from the State Department of Education with respect to the Participant Project, and (b) adopt a resolution authorizing, among other things, the Participant to enter into that certain "Power Purchase Agreement" and that certain "Site License Agreement," each to be dated as of the first day of the month of issuance of the Series 2011 Bonds in such form as shall be presented to the Participant prior to adoption of the supplemental resolution.

**Section 6.** The Authorized Officer shall direct the Participant official in charge of the officially adopted resolutions of the governing body of the Participant to (a) prepare an official, certified copy of this resolution, as adopted, and (b) deliver such certified copy in accordance with Section 11 below. Further, the Participant hereby consents to such certified copy of the resolution, and any further information regarding the Participant and/or the Participant Project, as the Authorized Officer shall determine to be necessary, desirable or convenient in connection with the Local Finance Board Application, to be submitted as part of, or pursuant to the Local Finance Board Application.

**District Operations** continued

**Section 7.** The Authorized Officers are hereby severally authorized to take such other actions, and execute such other certificates, documents, and instruments, as such Authorized Officers shall deem to be necessary, desirable, or convenient to assist the Authority in developing the Participant Project, producing the contemplated energy savings for the Participant, issuing the RFP and selecting the Company through the most desirable Company Proposal in accordance with the terms of the RFP and applicable law, and potentially marketing, selling, and issuing the Series 2011 Bonds, procuring the final terms of the Renewable Energy Project documents, or any other action related to the implementation of the Program for the Series 2011 Local Units.

**Section 8.** The Local Finance Board is hereby respectfully requested to consider the Local Finance Board Application as the means to finance the Participant Project, pursuant to either Option 2 or Option 3 of the RFP, and to record its findings and recommendations as provided by N.J.S.A. 40A:5A-7 of the Local Authorities Fiscal Control Law.

**Section 9.** To the extent the Authority determines to finance the Program and Series 2011 Bonds are issued in any year other than 2011, references herein to “2011” may without any further action be changed to the year of issuance of such Series 2011 Bonds.

**Section 10.** All actions of the Authorized Officers or Participant consultants taken prior to the date of adoption hereof in connection with the possible issuance of the Series 2011 Bonds, the Participant Project or any of the foregoing transactions contemplated by this resolution, are hereby ratified and approved.

**Section 11.** Upon the adoption hereof, a certified copy of this resolution shall be forwarded to: Nicole Fox, Executive Director of the Authority, 401 Grand Street, Room 103, Paterson, New Jersey 07505, Telephone:(973)881-4550, and Fax: (973) 278-5635, e-mail: [nicolef@passaiccountynj.org](mailto:nicolef@passaiccountynj.org), and Kevin A. Conti, Esq., Program Counsel to the Authority at DeCotiis, FitzPatrick and Cole, LLP, Glenpointe Centre West, 500 Frank W. Burr Boulevard, Teaneck, NJ 07666, Telephone: (201) 907-5202, and Fax: (201) 928-0588, e-mail: [kconti@decotiislaw.com](mailto:kconti@decotiislaw.com).

**Section 12.** This resolution shall take effect immediately.

District Operations continued

BD.MEM.  
CRIMINAL  
HISTORY  
REIMBURSE

7. Approve the **resolution for Reimbursement of Board Members for Cost of Criminal History Background Check**

**WHEREAS**, Assembly Bill 444, signed into law on May 26, 2011, disqualifies members of boards of education or members of charter school boards of trustees from serving in office if they have been convicted of certain crimes; and

**WHEREAS**, The statute also requires members to undergo criminal history background checks and to pay the cost of such investigations; and

**WHEREAS**, Assembly Bill 444 permits local boards of education to reimburse individual members for the cost of criminal history background investigations; and

**WHEREAS**, State law (N.J.S.A. 18A:12-4) prohibits the compensation of local board of education members; and

**WHEREAS**, Members of the Ringwood Board of Education devote significant time and substantial effort to the governance of the district's public schools; and

**WHEREAS**, The Ringwood Board of Education believes that individual school board members, who are uncompensated, should be reimbursed for the cost the criminal history background investigations, which are necessary to continue serving in office. So, therefore be it

**RESOLVED**, That the Ringwood Board of Education authorizes reimbursement of individual members for the cost of the criminal history background investigations required by Assembly Bill 444; and be it further

**RESOLVED** That the Ringwood Board of Education through its policy adoption process will add the following language to its Bylaws at File Code 9111, "Board Member Qualifications," Clause I:

I. He/she has not been disqualified due to the conviction of a crime or offense listed in N.J.S.A. 18A:12-1. In order to fulfill this requirement:

1. Each member of the board of education, within 30 days of the election or appointment to the board shall undergo a criminal history background check investigation for the purpose of ensuring that the member is not disqualified for membership due to a conviction of a crime or offense pursuant to the statute listed above; and

2. The board shall reimburse the member for the cost of the criminal history record check, including all costs for administering and processing the check.

**AND BE IT FURTHER RESOLVED**, that a copy of Bylaws File Code 9111 as proposed for amendment be attached to this resolution.

**Sheet # 17 – Work/Business Meeting, July 25, 2011**

**District Operations** continued

8. Approve the letter of agreement to **rent five (5) classrooms** at M. J. Ryerson Middle School to **Passaic County Educational Services Commission** in the amount of \$15,000 for each room, for a total of \$75,000 for the 2011-2012 school year. PCESC  
ROOM  
RENTAL
9. Approve the **acceptance of tuition student 2621RK-3** from the Lyndhurst School District **for the 2011 REALM K-3 ESY Program** from July 1, 2011 to July 29, 2011 (20 days) at a tuition rate as follows: #2621RK-3  
REALM  
TUITION  
ESY (20)
- ESY tuition: \$5,921.40  
ESY aide cost: 2,535.40  
TOTAL: \$8,456.80
10. Approve the **acceptance of the donation** of four (4) monitors and a Media player from Kevin Hecker, Executive Vice-President, Slomins Inc., 125 Lauman Lane, Hicksville, New York 11801, for the 2011-2012 school year. DONATION  
HECKER

**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, Dr. Patrick W. Martin, as work related and within the scope of the work responsibilities of the attendees and the school district’s professional developmental plan; and

**WHEREAS**, the attendance at the functions was approved as promoting delivery of instruction or furthering efficient operation of the school district and is deemed fiscally prudent, and

**WHEREAS**, the travel and related expenses particular to attendance at these functions will be in compliance with state travel payment guidelines established by the Department of Treasury and the federal Office of Management and Budget;

**THEREFORE BE IT RESOLVED**, that upon the recommendation of the Ringwood Township Board of Education approves these attendances; and

**THEREFORE, BE IT FURTHER RESOLVED**, that the reimbursement of the related travel expenses shall be in accordance with the above-mentioned guidelines:

EMPLOYEE NAME	WORKSHOP DATE	WORKSHOP NAME & LOCATION	REG Cost \$	LODGIN G Cost \$	TRAVEL Cost \$	EST. TOTAL \$
J. Cording	10-20&21-11	NCTM Reg. Conf., Atlantic City, NJ	180.00	-0-	169.83	349.83 + sub pay
C. DeVries	10-26-11	20 <sup>th</sup> Annual AAP/NJ School Health Conf., Somerset, NJ	175.00	-0-	61.05	236.05 + sub pay
M. Kunert	9-17-11	Governance 1 – Allendale, NJ	-0-	-0-	11.77	11.77

**Sheet # 18 – Work/Business Meeting, July 25, 2011**

**H. Policy**

POLICY

1. Approve the **revision of the policy** listed.

**Number**  
9111

**Title**  
Board Member Qualifications

**IX. SPECIAL REPORTS**

REPORTS

- A. Budget Committee – No report
- B. Curriculum Committee – No report
- C. Facilities Committee – No report
- D. Policy Committee – No report
- E. Public Communications Committee – No report
- F. Tri-District Shared Services – No report
- G. Liaisons – No report

**X. OLD BUSINESS**

OLD  
BUSINESS

None

**XI. NEW BUSINESS**

NEW  
BUSINESS

None

**XII. PUBLIC PARTICIPATION II**

PUB.PART.II

Ms. Dittermer, Ms. Pagana and Ms. Miller each thanked the Board for reviewing their decision concerning the independents and for being fair.

Ms Dittermer also wanted to verify that the Energy Program that was being discussed would not require a referendum.

Mr. Michelin commented on the negotiations with the district employees.

**Sheet # 19 – Work/Business Meeting, July 25, 2011**

**XIII.** Motion was made by **Trustee Citranglo**, seconded by **Trustee Donatien** to adjourn to Executive Session at 8:35 P.M.

Motion was unanimously approved by voice vote.

Reconvened in Public Session at 8:52 P.M.

Motion was made by **Trustee Citranglo**, seconded by **Trustee Griegel** to adjourn from Public Session at 8:53 P.M.

Motion was unanimously approved by voice vote.

Respectfully submitted,

WARREN C. MITCHELL  
Board Secretary

WCM/jm