

**RAMAPO INDIAN HILLS REGIONAL HIGH SCHOOL DISTRICT
BOARD OF EDUCATION
Oakland, New Jersey**

REGULAR PUBLIC MEETING MINUTES

February 25, 2019
District Conference Room

Roll Call – Executive Session

Upon roll call at 7:06 P.M., the Board members responded as follows: Mmes. Becker, Kilday, Laforgia, and Quinlan (ABSENT). Messrs. Becker, Bunting, Butto, Kinney, and Rukaj. Mrs. Beverly MacKay, Superintendent of Schools; and Mr. Frank C. Ceurvels, Business Administrator/Board Secretary; were also present.

The meeting was called to order by the Board president at 7:06 P.M. Mr. Becker announced that adequate notice of the meeting has been posted and published as required by law.

A motion was made by Mrs. Kilday and seconded by Mrs. Becker and unanimously carried to move into Closed Executive Session for the purpose of discussing personnel, litigation, and negotiations. Information from the Closed Executive Session will be made public at the discretion of the Board, as per Board Bylaw 0166, Executive Sessions, or as otherwise authorized by law. The Closed Executive Session was adjourned at 8 P.M.

Roll Call – Regular Public Meeting

Upon roll call at 8 P.M. Board members responded as follows: Mmes. Becker, Kilday, Laforgia, and Quinlan (ABSENT). Messrs. Becker, Bunting, Butto, Kinney, and Rukaj. Mrs. Beverly MacKay, Superintendent of Schools; and Mr. Frank C. Ceurvels, Business Administrator/Board Secretary; were also present.

The meeting was called to order by the Board president at 8 P.M. Mr. Becker announced that adequate notice of the meeting has been posted and published as required by law. He read a public statement advising the public to be aware that employees of the Ramapo Indian Hills Regional High School District retain the right of privacy and shall retain all rights regarding defamation and slander according to the laws of New Jersey. Mr. Becker further stated that the Board shall not be held liable for comments made by members of the public and, in order to protect the privacy rights of employees in the District, the Board shall not respond to statements made by the public of or about District employees.

Mr. Becker stated that Resolution P1 will be postponed indefinitely, however, District administration will continue to look at other supervisory models.

ACTION ITEMS - ✓ = Yes

The following motion was *postponed indefinitely* by roll call: **P1**

Moved by: BUTTO Seconded: KILDAY

PERSONNEL

P1. To approve the resolution as follows:

WHEREAS, the Superintendent of Schools has recommended a reorganization of the administrative staff from building-based supervisors to District supervisors for reasons of efficiency and economy (hereinafter referred to as “Administrative Reorganization”); and

WHEREAS, the Administrative Reorganization includes the abolishment of five (5) Subject Supervisors at Ramapo High School (hereinafter referred to as “RHS”) and five (5) Subject Supervisors at Indian Hills High School (hereinafter referred to as (“IHHS”); one (1) Supervisor of Guidance at RHS and one (1) Supervisor of Guidance at IHHS; District Supervisor Physical Education and Art; one (1) Supervisor of LDTC at RHS; and one (1) Supervisor of LDTC at IHHS; and

WHEREAS, the Administrative Reorganization includes the creation of the following positions District-wide: Supervisor of Instruction (Science), Supervisor of Instruction (Mathematics), Supervisor of Instruction (Social Studies), Supervisor of Instruction (English), Supervisor of Instruction (World Language/ESL), Supervisor of Instruction (Related Arts), Supervisor of Guidance, Supervisor of Special Education, and Supervisor of Physical Education and Activities; and

WHEREAS, the Board has determined that the proposed Administrative Reorganization is in the best interests of the Ramapo Indian Hills Regional High School District;

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby approves the Superintendent's recommended Administrative Reorganization effective July 1, 2019;

BE IT FURTHER RESOLVED, that the Board hereby requests the Superintendent to develop appropriate job descriptions for the newly created positions and present same to the Board for approval.

BE IT FURTHER RESOLVED, that the Superintendent shall recommend the individuals to be appointed to the newly created positions in accordance with their tenure and seniority rights.

BE IT FURTHER RESOLVED, that those individuals that are not appointed to the newly created positions shall be offered positions and placed on preferred eligibility lists in accordance with their respective tenure and seniority rights.

P1

RC): Becker ✓, Bunting ✓, Butto ✓, Kinney ✓, Laforgia ✓,
Quinlan ABSENT, Rukaj ✓, Kilday ✓, Becker ✓

BOARD PRESIDENT'S REPORT

Mr. Becker invited Ms. Goodrich, RHS, Student Board Representative, and Mr. Ilardi, IHHS, Alternate Student Board Representative, to present their reports as follows: Ms. Goodrich stated: 1) all Winter Athletic Teams are doing well; 2) the RHS Academic Decathlon Team is preparing for the March 2 State event; 3) the RHS & IHHS DECA Teams will be competing in the March 4-6 State event; and 4) the RHS Student Government is selling Krispy Kreme donuts. Mr. Ilardi stated: 1) the Love Survey fundraiser was very successful; 2) the Battle of the Bands is scheduled on March 5; 3) Winter teams are doing well; and 4) the IHHS Academic Decathlon Team is practicing for the State event on March 2.

SUPERINTENDENT'S REPORT

Mrs. MacKay reported that the Academic Decathlon State Competition is scheduled on March 2 at Ramapo High School. She thanked the members of the public for the e-mails sent regarding the supervisor restructure. She stated that the District will continue to look at other models.

BUSINESS ADMINISTRATOR'S REPORT

Mr. Ceurvels stated that the District will receive its State aid figures on December 7; a Finance Committee Meeting is scheduled on Friday, March 8, to discuss and review the proposed 2019-20 Budget; a resolution to approve the District's proposed 2019-20 Budget will be placed on the March 11, 2019 Action/Work Session Agenda.

PUBLIC DISCUSSION OF AGENDA AND NON-AGENDA ITEMS

A. Moved by BECKER Seconded KILDAY to open the meeting to public discussion.

Members of the public addressed the Board regarding their concerns about the proposed supervisor restructure.

B. Moved by BUTTO Seconded KILDAY to close public discussion of agenda items and to re-enter the Regular Public Meeting.

ACTION ITEMS - ✓ = Yes

The following motion was approved by roll call:

Moved by: BECKER Seconded: KILDAY

To approve Reorganization/ Action/Work Session Minutes of January 7, 2019.

Becker ✓, Bunting ✓, Butto ✓, Kinney ABSTAIN, Laforgia ✓,
Quinlan ABSENT, Rukaj ✓, Kilday ✓, Becker ✓

The following motion was approved by roll call:

Moved by: BECKER Seconded: KILDAY

To approve Closed and Regular Public Meeting Minutes of January 28, 2019.

Becker ✓, Bunting ✓ Butto ✓, Kinney ✓, Laforgia ✓,
 Quinlan **ABSENT**, Rukaj ✓, Kilday ✓, Becker ✓

The following motions were approved by roll call: **P2 – F10**

Moved by: KILDAY Seconded: BUTTO

PERSONNEL

P2. To approve the salary adjustment for achieving a higher degree level for District staff as follows:

<u>Name</u>	<u>Degree</u>	<u>Salary</u>	<u>Effective Date</u>
Amy Brooks	BA+15 to MA	\$56,572 to \$58,102	February 1, 2019

P3. To approve the appointment, as recommended by the Superintendent of Schools, of Katherine Simon, IHHS, Math, Temporary Leave Replacement Teacher for Hanna Cantwell, not accruing tenure in the position, MA+30, Step 1, \$306.91/diem, effective for the period March 11 – June 25, 2019, plus two transition days, and subject to all federal, state, county and local regulations, governing said employment; and further move to approve applicant’s attestation that she has not been convicted of any disqualifying crime pursuant to the provisions of N.J.S.A. 18A:6-7.1 et seq., N.J.S.A. 18A:39-17 et seq., or N.J.S.A. 18A:6-4.13 et seq.

P4. To approve the appointment of District staff to serve as a mentor for the 2018-19 School Year in accordance with the Agreement between the RIHEA and the Board of Education, stipend to be pro-rated up to \$450 for the full term of the mentorship, as follows:

<u>Staff Member/Department</u>	<u>Mentor</u>
<u>Indian Hills High School</u>	
Rae Anne Pavlovic/Family & Consumer Science	Cheri McLaughlin

P5. That as recommended by the Superintendent of Schools, the following person be approved as an athletic coach, subject to all federal, state, county and local regulations, governing said employment; and further that the president and secretary, as proper officers of the Board of Education, be authorized and directed to issue the proper contract for the 2018-19 School Year; and move to approve applicant’s attestation that she has not been convicted of any disqualifying crime pursuant to the provisions of N.J.S.A. 18A:6-7.1 et seq., N.J.S.A. 18A:39-17 et seq., or N.J.S.A. 18A:6-4.13 et seq., as follows:

<u>Ramapo High School</u>				
<u>Name</u>	<u>Position</u>	<u>Certification</u>	<u>Step</u>	<u>Stipend</u>
Giuseppina Monterey	Asst. Girls’ Lacrosse	Standard	3	\$5,293

P6. To confirm the appointment of an athletic coach, subject to all federal, state, county, and local regulations, governing said employment; effective for the 2016-17 School Year; and move to approve applicant’s attestation that he has not been convicted of any disqualifying crime pursuant to the provisions of N.J.S.A. 18A:6-7.1 et seq., N.J.S.A. 18A:39-17 et seq., N.J.S.A. 18A:6-4.13 et seq., and N.J.S.A. 18A:12-1 et seq., as follows:

Indian Hills High School

<u>Name</u>	<u>Position</u>	<u>Certification</u>	<u>Step</u>	<u>Stipend</u>
Joseph Verdon	Asst. Baseball	Standard	3	\$5,293

- P7. To approve the appointment of a Volunteer Athletic Coach, effective for the 2018-19 School Year. Authorization for employment is based on prior verification of background check pursuant to the provisions of *N.J.S.A. 18A:6-7.1 et seq., N.J.S.A. 18A:39-17 et seq., N.J.S.A. 18A:6-4.13, and N.J.S.A. 18A:12-1 et seq.* as follows:

<u>Name</u>	<u>Position</u>
Dan Graff	Boys' Lacrosse/RHS

- P8. To approve the placement of Taylor Grbelja, a Montclair State University Student, to complete her Field Experience Requirement of 50 hours, Indian Hills High School, Art Department, effective for the Spring 2019 Semester.
- P9. To approve the placement of Jake Ursillo, a Bergen Community College student, at Indian Hills High School, Physical Education Department, to complete his 20-hour classroom observation requirement, effective for the Spring 2019 Semester.

EDUCATION

- E1. To approve the Harassment, Intimidation, & Bullying student consequences imposed during the 2018-19 School Year as a result of the HIB Investigation for RHS-HIB 2018-012.

- E2. To approve District student field trips and transportation costs for the 2018-19 School Year as follows:

<u>Location</u>	<u>Group</u>	<u>Date(s)</u>	<u>Cost</u>
Museum of Modern Art	IHHS US History	April 26, 2019	\$772.11
Pax Amicus Theater, Budd Lake	IHHS English	May 17, 2019	0
Great Adventure	RHS & IHHS Physics	June 3, 2019	0

- E3. To approve the 2018-19 *Student Calendar*.
- E4. That home instruction for a District student, at the approved hourly rate, be approved as follows:

<u>Student No.</u>	<u>School</u>	<u>Grade</u>
421665	RHS	10

OPERATIONS

- OP1. To approve the use of the Ramapo Indian Hills Regional High School District facilities for the date(s) indicated in accordance with the rules and regulations governing said use as follows:

Ramapo High School

STAFFS Prep LLC SAT & ACT Classes; Classrooms; March 27 and April 3, 17, 24, & 29; and May 1, 2019; 6 - 9 PM.

- OP2. To approve the *Settlement Agreement between the Ramapo Indian Hills Regional High*

School District Board of Education and the Ramapo Indian Hills Education Association. Further, move that the Board President and Business Administrator are hereby authorized to execute the Settlement Agreement.

FINANCE

- F1. That the financial report of the business administrator and the treasurer of school monies for the month of December 2018, including a cash report for that period, be approved and ordered filed.
- F2. To authorize approval of the *Committed Purchase Order Report* for the month of January 2019, having been duly audited by the business administrator and the chairperson of the Finance Committee.
- F3. To authorize approval of bills drawn on the current account in the total amount of \$3,405,053.00 for materials received and/or services rendered, including the February 15, 2019 Payroll, having been duly audited by the business administrator and the chairperson of the Finance Committee.
- F4. That the additional bills paid in January 2019 and drawn on the current account in the total amount of \$6,291.30 for materials received and/or services rendered, having been duly audited by the business administrator and the chairperson of the Finance Committee, be ratified by the Board.
- F5. To ratify the January 31, 2019 Payroll in the amount of \$1,360,362.16 having been duly audited by the business administrator and the chairperson of the Finance Committee, and previously paid, approved by the Board. (Amount was not available for the January 28, 2019 Regular Public Meeting.)
- F6. That bills in the District Cafeteria Fund in the total amount of \$125,969.53 having been duly audited and approved by the business administrator/board secretary, and previously paid, be approved by the Board as follows:

ARAMARK	\$ 124,572.03	January Operations
RIH District Cafeteria Fund	\$ 1,397.50	January Student Lunches
- F7. To approve transfers and to authorize the superintendent and business administrator/board secretary to make additional transfers that would be ratified at the next Board meeting as necessary to comply with State requirements in accordance with Policy 6422 as per the attached *Expense Account Adjustment Analysis* for the month of January 2019.
- F8. That pursuant to *N.J.A.C. 6:23A-16.10(c)4*, we certify that as of January 31, 2019 after review of the Secretary's monthly financial report (appropriations section) and upon consultation with the appropriate District officials, to the best of our knowledge no major account or fund has been over expended in violation of *N.J.A.C. 6:23A-16.10(b)* and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.
- F9. To adopt the following resolution:

Receipt of Certification from Board Secretary

Pursuant to *N.J.A.C. 6:23A-16.10(c)4*, I, Frank C. Ceurvels, certify that as of January 31, 2019, no budgetary line item account has obligations or payments (contractual orders) which in total exceeds the amount appropriated by the District Board of Education pursuant to *N.J.S.A. 18A:22-8* and *N.J.S.A. 18A22-8.1*.

- F10. To approve the resolution as follows:

WHEREAS, District employees have submitted requests for reimbursement for work-related travel that is directly related to and within the scope of the employees' current work responsibilities; and

WHEREAS, the Board has previously authorized such work-related travel, and the District's school business administrator or designee has reviewed the documentation

submitted by the employee and found same to be in compliance with the Board’s policy provisions and approval requirements; and

WHEREAS, the travel requests listed below specifies for each item of reimbursement the specific promotion of delivery of instruction or furtherance of the efficient operation of the school district, and the amount of each listed reimbursement does not exceed State travel reimbursement guidelines;

NOW, THEREFORE, BE IT RESOLVED, in accordance with the provisions of Board Policy and *N.J.A.C. 6A:23B-1.1 et seq.*, that the Board of Education hereby approves work-related travel reimbursement to its employees as set forth below:

<u>Req. No.</u>	<u>Employee</u>	<u>Conference</u>	<u>Date</u>	<u>Expenses</u>
R18-54	Kaplan	NJSCA Conference	April 12, 2019	\$46.35
R18-55	Murphy- Park	Virtual Tours	March 1, 2019	153.34
R18-56	Whaley	SUPA WRT 114	May 3, 2019	44.50
R18-57	Caulfield	SUPA Summer Institute	July 8 - 12, 2019	1,128.34
R18-58	Schwarz	SUPA ETS 192	March 25, 2019	21.00
R18-59	Schwarz	SUPA WRT 114	May 3, 2019	21.00
R18-60	Whaley	SUPA ETS 192	March 25, 2019	44.50
R18-61	Gibbs	NJSIAA State Wrestling Tournament	February 28 – March 2, 2019	611.00
IH18-57	Peller	NCTE	November 22 - 26, 2019	1,571.42
IH18-58	Davidson	NCTE	November 22 - 26, 2019	1,580.00
IH18-59	Cheff	DECA ICDC	April 26 - May 1, 2019	2,003.00
IH18-60	Stanczak	NCTE	November 22 - 26, 2019	1,571.42
IH18-61	Brooks	NJCT	March 30, 2019	54.92
IH18-62	McLaughlin	WL Roundtable	March 18, 2019	2.32

IH18-63	Boltzer	Indoor Air Quality Training	April 26, 2019	\$31.74
D18-18	Ceurvels	NJASBO Spring Conference	June 5 - 7, 2019	865.00

P2 – F10

RC): Becker ✓, Bunting ✓, Butto ✓, Kinney ✓, Laforgia ✓,
Quinlan ABSENT, Rukaj ✓, Kilday ✓, Becker ✓

COMMITTEE REPORTS

Mr. Kinney reported that a Negotiations Committee Meeting is scheduled on February 26, 5 P.M.

Mr. Rukaj reported that members of the Policy Committee met prior to tonight's Board Meeting to review and discuss District policies and regulations.

Mr. Bunting reported that a Finance Committee is scheduled on Friday, March 8, 7:30 A.M.

Mrs. Laforgia reported that a Crisis Management Committee Meeting is scheduled on Friday, March 22.

Mrs. Becker reported that the Personnel/Goals/Evaluation Committee will meet in the near future.

Mr. Butto reported that the members of the Extracurricular Committee will meet early in March.

Mrs. Kilday reported that an Education Committee Meeting is scheduled on February 26, 4:15 P.M.

BOARD COMMENTS

Members of the Board thanked the public for attending the Board Meeting and for the many e-mails and letters sent by community members.

Mrs. Becker congratulated all of the athletic teams participating in State games and wished the members of the Academic Decathlon Teams best of luck in the March 2 Academic Decathlon State event.

PUBLIC DISCUSSION

A. Moved by BUTTO Seconded RUKAJ to open the meeting to public discussion.

Members of the public addressed their concerns regarding the proposed supervisor restructure.

B. Moved by BUTTO Seconded BECKER to re-enter the Regular Public Meeting.

ANTICIPATED FUTURE MEETING DATES

Mr. Becker announced anticipated future meeting dates as follows:

Monday, March 11, 2019, Work Session, District Conference Room, 8 P.M.

Monday, March 25, 2019, Regular Public Meeting, District Conference Room, 8 P.M.

ADJOURNMENT

Moved by BECKER Seconded: BUTTO to adjourn at 9:29 P.M.

Eric David Becker
Board President

Frank C. Ceurvels
Business Administrator/Board Secretary