

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

REGULAR PUBLIC MEETING MINUTES

March 25, 2019

District Conference Room

Roll Call – Executive Session

Upon roll call at 7:09 P.M., the Board members responded as follows: Mmes. Becker, Kilday, Laforgia, and Quinlan (ABSENT). Messrs. Becker, Bunting, Butto (ABSENT), 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 7:09 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 Mr. Rukaj and seconded by Mr. Bunting 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.

BOARD PRESIDENT'S REPORT

Mr. Becker invited Ms. Durkin, IHHS, Student Board Representative to present her report as follows: 1) a Delegate Meetin is scheduled on April 2; 2) the Spring Pep Rally is scheduled on April 18; 3) the Senior Fashion Show was held on March 21; 4) Mr. IHHS is scheduled on March 28, 7 P.M.; and 5) Relay for Life is hosting a Magic Show at RHS.

SUPERINTENDENT'S REPORT

Mrs. MacKay reported that she attended an Opioid Crisis Workshop at the Wyckoff Y and stated that the presentation was well attended and very informative.

She also stated that the Fourth Marking Period will begin April 2. She thanked Mrs. Chris McCarthy for her work as the APTS Co-President during the 2019-20 School Year.

Mrs. MacKay invited Mr. Dan Sutherland to present the District's School Performance Reports recently released by the New Jersey Department of Education. A brief Question and Answer Session immediately followed his presentation.

BUSINESS ADMINISTRATOR'S REPORT

Mr. Ceurvels reported on District capital projects/initiatives as follows: 1) the District will revised the budget in accordance with the requested revisions received from the County Office; 2) two transportation contracts are due for renewal; the District has yet to receive a response from the contractors; and 3) the District will renew its participation in a Joint Insurance Agreement with NESB Insurance Group again this year.

Mr. Ceurvels also notified the Board that the District has received a request from the Borough of Franklin Lakes to use Ramapo High School as a polling place each June and November. Board discussion followed regarding the request, and the Board declined the request because the District would have to close school on Primary Day in June and Election Day in November.

PUBLIC DISCUSSION OF AGENDA AND NON-AGENDA ITEMS

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

A member of the public addressed the Board regarding Resolution P1. Mrs. MacKay stated that Mr. Daniel VanderMolen will serve as the interim Math & Business Subject Supervisor at Indian Hills High School until mid-May and will also serve as the interim Guidance Supervisor at Ramapo High School during the months of mid-April – June 2019.

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

ACTION ITEMS - ✓ = Yes

The following motions were approved by roll call:

Moved by: KILDAY Seconded: BECKER

To approve Closed and Action/Work Session Minutes of February 11, 2019.

To approve Closed and Regular Public Meeting Minutes of February 25, 2019.

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

The following motions were approved by roll call: **P1 – PO2**

Moved by: RUKAJ Seconded: BECKER

PERSONNEL

P1. To amend the appointment of Daniel VanderMolen from IHHS, Interim Math/Business Subject Supervisor, temporary leave replacement, not accruing tenure in the position, three (3) days per week, effective for the period January 7 – April 26, 2019, to District, Interim Subject Supervisor, temporary leave replacement, not accruing tenure in the position, five (5) days per week, effective for the period April 1 – June 25, 2019, at a per diem rate of \$475.00, to fill the position for the length of time and with the compensation noted, subject to all federal, state, county, and local regulations, governing said employment; 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.*, and all other applicable laws and regulations.

P2. To approve the appointment of Michael Cauda, RHS, Applied Technology, Temporary Replacement Teacher for John Schilstra, not accruing tenure in the position, MA+30, Step 1, \$306.91/diem, plus two transition days, effective for the period April 2 – 30, 2019, and subject to all federal, state, county and local regulations, governing said employment; and further 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.*

Resolution P3 was deleted from the Agenda.

P3. To approve the appointment of Reuben Rios, RHS, Math, Temporary Replacement Teacher for Jaclyn Brennecke, not accruing tenure in the position, BA+15, Step 1, \$282.55/diem, effective for the period April 22 – June 25, 2018, 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 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.*

P4. To approve the request for an unpaid Childrearing Leave of Absence for Diana Silva, IHHS, Guidance, effective for the period September 1, 2019 - June 30, 2020.

P5. To approve, as recommended by the Superintendent of Schools, the appointment of Amy Fezza, IHHS, Guidance, Temporary Leave Replacement for Diana Silva, not accruing tenure in the position, MA, Step 2, \$55,723, effective for the period September

1, 2019 – June 30, 2020, 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., N.J.S.A. 18A:6-4.13 et seq., and N.J.S.A. 18A:12-1 et seq.*

- P6. To approve the request for a paid Maternity Leave of Absence (Presumptive Period of Disability), utilizing unused sick leave as allowed by law, for Jill Matcovich, RHS, Special Services, effective on or about May 27 - June 28, 2019.
- P7. To confirm the appointment of John Carey, RHS, Custodian, as approved by the Board at its January 7, 2019 Reorganization/ Action/ Work Session, for satisfactorily completing the 90-day probationary period effective April 2, 2019.
- P8. To approve the 1/2 sixth period teaching assignment for Owen Ross, IHHS, Graduation Portfolio Development, at the contractual stipend of \$4,765, pro-rated, effective for the period March 26 - May 10, 2019.
- P9. To approve the appointment of the following individual listed below as a Substitute Teacher effective 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., N.J.S.A. 18A:6-4.13 et seq., and N.J.S.A. 18A:12-1 et seq.*, as applicable:

Alexandra Franke District

- P10. To approve the request for an unpaid Family Leave of Absence utilizing The Family and Medical Leave Act (FMLA) for John Schilstra, RHS, Applied Technology, effective March 21 – April 30, 2019.
- P11. To approve the appointment of Daniel Savitt, RHS, Volunteer Athletic Coach, Track, 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.*

EDUCATION

- E1. 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>
Arcadia, CA	IHHS Track & Field	April 3, 2019	\$0
West Point, West Point, NY	IHHS Wellness/ Mindfulness	April 16, 2019	0
Eisenhower Middle School	IHHS TNT	April 23, 2019	142.11
US Academic Decathlon Nationals, Minneapolis, MN	IHHS Academic Decathlon	April 24 - 27, 2019	212.11

- E2. That home instruction for District students, at the contracted hourly rate, be approved as follows:

<u>Student No.</u>	<u>School</u>	<u>Grade</u>
422580	IHHS	9
421191	IHHS	10
420525	IHHS	11
419945	IHHS	12

- E3. To approve the Harassment, Intimidation, & Bullying student consequences imposed during the 2018-19 School Year as a result of the HIB Investigations for RHS-HIB 2018-011 and RHS-HIB 2018-015.
- E4. To approve the Volunteer Clubs for the 2018-19 School Year as follows:

<u>Club Name</u>	<u>Building</u>	<u>Advisor</u>
Video Game	RHS	Kevin Carolan
Paddle Tennis	RHS	Andrea Saladino
Yoga Club	RHS	Rachel Calabrese
Women's Empowerment	RHS	Hailee Gregory
Ramapo Runway	RHS	Greg Hudak
Interior Design	RHS	Kim Deamer
MAD4Kids	RHS	Cassidy Kologrivov
Chinese Club	RHS	Wenjie Liu
Computer Science	RHS	Matthew Caulfield
Relay for Life	RHS	LeAnn Lebov

- E5. To approve the request for District textbooks (print and digital) for the 2018-19 School Year as follows:

<u>Title</u>	<u>Author</u>	<u>Publication & Copyright Date</u>	<u>Course</u>
Psychology for AP 3e + 6-Year LaunchPad eBook License (ISBN: 1319209157)	David G. Meyers	BFW High School	Social Studies/ Psychology AP
HMH Social Studies: Psychology Hybrid Student Resource Package, 6-Year Print/6-Year Digital (ISBN: 9781328705372)	HMH	Houghton Mifflin Harcourt, 20180	Social Studies/ Psychology CPE
HMH Social Studies: World History Hybrid Student Resource Package, 6-Year print/6-Year digital (ISBN: 9781328755520)	HMH	Houghton Mifflin Harcourt, 2018	Social Studies/ World Civilizations CP & CPE

- E6. Move to accept a tuition-free student (Student No. TBD) into the Ramapo Indian Hills Regional High School District for the 2019-20 School Year as per Policy 5111, Eligibility of Resident/Nonresident Students.

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:

Indian Hills High School

- STAFFS Prep LLC SAT & ACT Classes; Classrooms; May 8, 13, 15, 20, 22 & 29, 2019; 6 - 9 PM

- Oakland Recreation Softball Practice & Games; Athletic Fields; Monday - Friday, April 1 - July 19, 2019, 5:30 - 8 P.M.; Monday - Friday, August 26 - October 25, 2019, 5 - 7:30 P.M.; Saturdays & Sundays as follows: April 6, 7, 13, 14, 20, 21, 27, & 28, May 4, 5, 11, 12, 18, & 19, June 1, 2, 8, 9, 15, 16, 22, 23, 29, & 30, July 6, 7, 13, 14, 20, & 21, September 7, 8, 14, 15, 21, 22, 28, & 29, October 5, 6, 12, 13, 19, 20, 26, & 27, & November 2 & 3, 2019; 1 - 8 P.M.

OP2. To approve the resolution as follows:

WHEREAS, a number of Boards of Education in Bergen County have joined together to form a Joint Insurance and has been in operation since that date and;

WHEREAS, said Group was approved effective July 1, 1985 by the New Jersey Commissioner of Insurance and has been in operation since that date and;

WHEREAS, the Bylaws and regulations governing the creation and operation of this Insurance Group contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public entrusted to such a Group and;

WHEREAS, the Board of Education of Ramapo Indian Hills Regional High School District has determined that membership in the Northeast Bergen County School Board Insurance Group is in the best interest of the District;

NOW THEREFORE, BE IT RESOLVED that the Board of Education of Ramapo Indian Hills Regional High School District does hereby agree to renew membership in the Northeast Bergen County School Board Insurance Group and hereby accept the Bylaws as approved and adopted. The renewal term is from July 1, 2019 to June 30, 2022.

BE IT FURTHER RESOLVED that the Board Secretary /Business Administrator is authorized to execute the application for membership and the accompanying certification on behalf of the District and;

BE IT FURTHER RESOLVED that the Board Secretary /Business Administrator is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the Group as are required by the Group's Bylaws and to deliver the same to the Executive Director.

OP3. To approve the resolution as follows:

BE IT RESOLVED, that the Ramapo Indian Hills Regional High School District Board of Education does hereby approve an Agreement with the Region 1/Mahwah Board of Education, a Coordinated Transportation Services Agency, for the purpose of transporting students in accordance with Chapter 53, P.L. 1997 for the 2019-20 School Year. The services to be provided included, but are not limited to, the coordinated transportation of public, nonpublic, and special education students.

BE IT FURTHER RESOLVED that the Ramapo Indian Hills Regional High School District Board of Education agrees to abide by the Transportation Services Agreement as published by the Region I/Mahwah Board of Education and is kept on file in the Office of the Business Administrator /Board Secretary.

OP4. To approve the renewal of the Transportation Contract with Panorama Tours for transportation services for Athletics and Student-related Activities, with an allowable CPI 1.45%, for the 2019-20 School Year as follows:

<u>Contract No.</u>	<u>Hour</u>	<u>Two-Hour Minimum</u>	<u>Each Add'l Half</u>
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RIH COACH 49-Passenger Coach Bus	\$308.95 ¹	\$45.00
RIH COACH 55-Passenger Coach Bus	\$386.18 ¹	\$45.00
RIH COACH	\$818.70 ¹	\$45.00

¹\$4.00 per mile, whichever is greater.

FINANCE

- F1. That the financial report of the business administrator and the treasurer of school monies for the month of January 2019, 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 February 2019, having been duly audited by the business administrator and the chairperson of the Finance Committee.
- F3. That the additional bills paid in February 2019 and drawn on the current account in the total amount of \$9,630.35 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.
- F4. To ratify the February 28, 2019 Payroll in the amount of \$1,673,645.87 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 February 25, 2019 Regular Public Meeting.)
- F5. To authorize approval of bills drawn on the current account in the total amount of \$3,094,457.54 for materials received and /or services rendered, including the March 15, 2019 Payroll, having been duly audited by the business administrator and the chairperson of the Finance Committee.
- F6. That bills in the District Cafeteria Fund in the total amount of \$123,167.49 having been duly audited and approved by the business administrator /board secretary, be approved by the Board as follows:

ARAMARK	\$121,984.49	February Operations
RIH District Cafeteria Fund	\$ 1,183.00	February 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 February 2019.
- F8. That pursuant to *N.J.A.C. 6:23A-16.10(c)4*, we certify that as of February 28, 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 approve 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 February 28, 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 reimbursement to the Current Account from the District Cafeteria Account for repairs and maintenance expenditures in the amount of \$28,573.73.

F11. 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>
D18-19	Amaral	ISTE 2019	June 24 - 26, 2019	\$1,167.50
IH18-71	Johnson	Rutgers University	April 5, 2019	68.60
IH18-72	Shemon	DECA	April 26 - May 1, 2019	1,529.00
IH18-73	Patrickio	DECA	April 26 - May 1, 2019	1,820.28
IH18-74	Heusser	Rutgers University	May 3, 2019	68.48
IH18-75	Manzi	NGSS	May 16, 2019	60.00
IH18-76	Murphy	Academic Decathlon	April 24 - 27, 2019	1,194.43
R18-67	Steier	NerdCampNJ 2019	May 18, 2019	14.38
R18-68	Blomquist	Making Literacy Learning Visible Institute	April 1, 2019	165.00

POLICY

PO1. To approve the second and final reading of revised District Policies as follows:

<u>Policy Title</u>	<u>Policy No.</u>
Domestic Violence	1581
Removal of Students for Firearms Offenses	5611
Assaults on District Board of Education Members or Employees	5612
Removal of Students for Assault with Weapons Offenses	5613
School District Security	7440

Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses	8461
Memorials	8860

PO2. To approve the new and revised District Regulations as follows:

<u>Regulation Title</u>	<u>Regulation No.</u>
Removal of Students for Firearms Offenses	5611
Assaults on District Board of Education Members or Employees	5612
Removal of Students for Assault with Weapons Offenses	5613
School District Security	7440
Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses	8461

P1 – PO2

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

COMMITTEE REPORTS

Mrs. Laforgia reported that the members of the Crisis Management Committee met on March 22 and discussed agenda items as follows: 1) a presentation on personal safety, sexting, and vaping for all freshman and parents; 2) the Active Shooter Drills conducted by NJDOE officials at both high schools on March 19; and 3) the Stop and Bleed Training sessions conducted by Charlie Wolff.

Mrs. Becker reported that a Personnel/Goals/Evaluation Committee is scheduled on April 2.

Mr. Butto reported that the members of the Extracurricular Committee met on March 18 to discuss agenda items as follows: 1) Club Guidelines; 2) a Special Olympics Program to integrate special education students and regular education students; and 3) a new football league – Ivy League – for those school districts with lower participation rates.

Mrs. Kilday reported that the members of the Education Committee met on March 19 to discuss the School Performance Reports recently released by the NJ Department of Education.

Mr. Bunting reported that the members of the Finance Committee will meet on April 23 to finalize the District’s Public Budget Hearing presentation on April 29.

Mr. Kinney reported that the members of the Negotiations Committee continue to meet with the representatives of the RIHAA to negotiate a successor agreement with the RIHAA.

BOARD COMMENTS

Members of the Board thanked Mr. Sutherland for his presentation on the District’s School Performance Reports.

PUBLIC DISCUSSION

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

A member of the public addressed the Board regarding the calendar for District Goals. Mrs. MacKay stated that a presentation is scheduled on May 13 to provide a status report of the 2018-19 District Goals. On May 30, a presentation is scheduled to present the proposed District Goals for the 2019-20 School Year. On June 11 the Board will approve the proposed 2019-20 District Goals.

B. Moved by KILDAY Seconded RUKAJ to re-enter the Regular Public Meeting.

ANTICIPATED FUTURE MEETING DATES

Mr. Becker announced anticipated future meeting dates as follows:

Monday, April 15, 2019, Action/Work Session, District Conference Room, 8 P.M.

Monday, April 29, 2019, Budget Public Hearing/Regular Public Meeting, District Conference Room, 8 P.M.

ADJOURNMENT

Moved by KILDAY Seconded: RUKAJ to adjourn at 9:35 P.M.

Eric David Becker
Board President

Frank C. Ceurvels
Business Administrator/Board Secretary