

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

ACTION/WORK SESSION MINUTES

September 17, 2018

District Conference Room

Roll Call – Executive Session

Upon roll call at 7:40 P.M., the Board members responded as follows: Mmes. Becker, Castor, Kilday, and Quinlan. Messrs. Becker, Bunting, Butto (ABSENT), Porro, 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 7:40 P.M. Mrs. Castor announced that adequate notice of the meeting has been posted and published as required by law.

A motion was made by Mrs. Quinlan and seconded by Mrs. Kilday 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 – Action/Work Session

Upon roll call at 8 P.M. Board members responded as follows: Mmes. Becker, Castor, Kilday, and Quinlan. Messrs. Becker, Bunting, Butto (8:11 P.M.), Porro, and Rukaj. Mrs. Beverly MacKay, Superintendent of Schools; and Mr. Frank C. Ceurvels, Business Administrator/Board Secretary; and were also present.

The meeting was called to order by the Board president at 8 P.M. Mrs. Castor announced that adequate notice of the meeting has been posted and published as required by law. She 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. Mrs. Castor 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

Mrs. Castor invited Ms. Durkin, IHHS, Student Board Representative and Ms. Goodrich, RHS, Student Board Representative, to present their reports as follows: Ms. Durkin stated: 1) the Fall Sports Season has begun and Clubs will begin their year shortly; 2) a Pep Rally is scheduled on September 21; 3) the representatives of the IHHS Student Council and Varsity Club introduced a mascot to the IHHS student body, and the student body decided on a bald eagle, as it represents the "Be Brave" movement. This mascot will be introduced at the Pep Rally; and 4) the IHHS student body is very excited about the new bleachers. Ms. Goodrich stated: 1) all students are happy to be back in school; 2) the Fall Sports Season has begun and Clubs will begin their year shortly; 3) next week is Spirit Week and the Fall Pep Rally is scheduled on September 21.

Mrs. Castor thanked Ms. Durkin and Ms. Goodrich for their reports.

SUPERINTENDENT'S REPORT

Mrs. MacKay welcomed everyone back for the new school year and reported that both high schools are off to an outstanding start.

Mrs. MacKay reported that the IHHS and RHS Back to School Nights were held on September 12 and September 13, respectively, and were well attended. The NHS students and Student Ambassadors at both high schools assist the parents with navigating the building during the entire evening. The students do an outstanding job.

BUSINESS ADMINISTRATOR’S REPORT

Mr. Ceurvels reported on District capital projects/initiatives as follows: 1) the IHHS Home Bleacher Project is behind schedule due to the weather conditions; the contractor continues to work on the project and it is anticipated that the building inspector will be onsite for an inspection and a temporary CO will be issued on Friday; and 2) remediation for the mold in the IHHS classrooms began last week and was completed over the weekend; tests were completed and the rooms were ready in time for the Back-to-School Night on Wednesday; Clearance Reports have been received and we are awaiting receipt of the Final Reports from the environmental consultant; these reports will be submitted to the insurance carrier.

Mr. Ceurvels will continue to keep the Board members up to date as to the status of these District initiatives.

PUBLIC DISCUSSION OF AGENDA AND NON-AGENDA ITEMS

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

No discussion.

B. Moved by PORRO Seconded KILDAY to close public discussion of agenda items and to re-enter the Action/Work Session.

ACTION ITEMS - ✓ = Yes

The following motion was approved by roll call: **P1**

Moved by: QUINLAN Seconded: BECKER

PERSONNEL

P1. To approve *The Memorandum of Agreement between the Ramapo Indian Hills Regional High School District Board of Education and the Ramapo Indian Hills Education Association* and Salary Guides effective for the period July 1, 2016 through June 30, 2021.

Mrs. Castor thanked the members of the RIHEA Negotiations Team, the members of the Board’s Negotiations Committee, Mrs. MacKay, and Mr. Ceurvels for their commitment to the settlement of the Agreement between the RIHEA and the Board of Education.

Mrs. MacKay thanked Ms. Anson and Mr. Gaccione and stated that she looks forward to working with them throughout the 2018-19 School Year.

P1

RC): Becker ✓, Becker ✓, Bunting ✓, Kilday ✓,
Porro ✓, Quinlan ✓, Rukaj ✓, Butto ✓, Castor ✓

The following motions were approved by roll call: **P2 – PO1**

Moved by: QUINLAN Seconded: BECKER

PERSONNEL

P2. To approve the resolution as follows:

BE IT RESOLVED that the Ramapo Indian Hills Regional High School District Board of Education (hereinafter referred to as the “Board”) hereby approves the reappointment of Frank C. Ceurvels, Business Administrator/Board Secretary, at an annual salary of \$205,209, for the period beginning on July 1, 2018 and ending on June 30, 2019.

BE IT FURTHER RESOLVED that this Employment Agreement has been submitted to and approved by the Interim Executive County Superintendent, according to standards adopted by the Commissioner of Education, pursuant to N.J.S.A. 18A:7-8(j).

BE IT FURTHER RESOLVED that the Board approves the Employment Agreement with Frank C. Ceurvels for the position of Business Administrator/Board Secretary for the foregoing period of appointment, which Employment Agreement is attached to this Resolution and made a part hereof.

BE IT FURTHER RESOLVED that the Board hereby authorizes the Board President and the Superintendent of Schools to execute, on behalf of the Board, the Employment Agreement by and between the Board and Frank C. Ceurvels.

- P3. To approve the appointment, as recommended by the Superintendent of Schools, of Emily Sanchez, IHHS, .7 Art, Temporary, Leave Replacement Teacher for Diane Caltagirone, not accruing tenure in the position, BA, Step 1, \$175.13/diem, effective for the period September 20, 2018 - February 6, 2019, 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.*
- P4. To approve the appointment, as recommended by the Superintendent of Schools, of Salvatore Pulitano, IHHS, .9 Business, Temporary, Leave Replacement Teacher for Elizabeth Cericola, not accruing tenure in the position, MA+30, Step 1, \$251.17/diem, effective for the period September 18 - November 21, 2018, 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.*
- P5. To amend the request for a paid Maternity Leave of Absence (Presumptive Period of Disability), utilizing unused sick leave as allowed by law, for Lauren Damstrom, IHHS, Math, effective on or about September 4 - October 3, 2018, and further move to amend an unpaid Family Leave of Absence utilizing The Family and Medical Leave Act (FMLA) effective on or about October 4 - December 21, 2018.
- P6. 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>Ramapo High School</u>	
Christine Vita /Business	Danielle Migliacci
Pamela Pappas /Math	Erica Vitale
Alexandra Tomaselli /Math	Kevin Weydig
<u>Indian Hills High School</u>	
Emily Sanchez / Art	Kimberly Batti
Ana Swaminathan /World Languages	Cherie McLaughlin
Tyler Wadhams /Science	Christopher Jolin
Cassandra Zalarick /Math	Hanna Cantwell

- P7. To approve, as recommended by the Superintendent of Schools, the appointment of Ethan Oguss, as a Bedside Instructor for the 2018-19 School Year, conditional upon approval of the Criminal History Review process 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.*
- P8. That, as recommended by the Superintendent of Schools, the following persons be approved as Special School Advisors, subject to all federal, state, county, and local regulations, governing said employment, effective for the 2018-19 School Year; and move to approve applicants’ attestation that he/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.* Salary guide placement to remain at the 2015-16 salary guide levels until such time when the 2018-19 salary guide has been approved, in accordance with the New Jersey Supreme Court Neptune Decision as follows:

Indian Hills High School

<u>Advisor</u>	<u>Position</u>	<u>Step</u>	<u>Stipend</u>
Elisa Britnell	Italian Club Co-Advisor	4	\$803
Joseph Verdon	Yearbook/Editorial	4	7,642
Michael Verdon	Asst. Yearbook/Editorial	1	2,632

- P9. To approve, as recommended by the Superintendent of Schools, the appointment of an athletic coach, subject to all federal, state, county, and local regulations, governing said employment; effective for the 2018-19 School Year; and move to approve applicants’ 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.* Salary guide placement to remain at the 2015-16 salary guide levels until such time when the 2018-19 salary guide has been approved, in accordance with the New Jersey Supreme Court Neptune Decision as follows:

Indian Hills High School

<u>Name</u>	<u>Position</u>	<u>Certification</u>	<u>Step</u>	<u>Stipend</u>
Joanne Braun	Asst. Gymnastics	Standard	1	\$3,572

- P10. To rescind the appointment of Jimena Ladino, RHS, Spanish Club Advisor, effective immediately.

EDUCATION

- E1. To approve in accordance with Chapter 46, Title 18A, New Jersey Statutes, and on the recommendation of the Superintendent of Schools, District Director of Student Personnel Services, and District Child Study Team that tuition and/or related services be paid for the students listed below to attend the schools indicated at the tuition costs indicated for the 2018-19 School Year as follows:

<u>Student No.</u>	<u>Placement</u>	<u>Tuition</u>
101102	Fusion Academy	\$87,250.00
120102	Ramsey Public Schools	36,661.21
121501	Barnstable Academy	\$53,200.00
052201	Barnstable Academy	54,800.00
421654	BCSS/New Bridges	82,620.00

418681	BCSS/New Bridges	82,620.00
419463	BCSS/New Bridges	8,620.00
418683	BCSS/Transition Center at Wood Ridge	60,660.00

E2. To approve the Board Goals for the 2018-19 School Year as follows:

1. Successfully negotiate successor agreements with the Ramapo Indian Hills Supervisors Association, Ramapo Indian Hills Administrators Association, and the Ramapo Indian Hills Education Association.
2. Expand opportunities for student achievement recognition and staff recognition throughout the year with the goal not only to offer congratulation for accomplishment but to provide inspiration for future goals.
3. Continue to explore and identify opportunities for shared services with other FLOW school districts as well as municipalities. Establish an Ad Hoc Committee to oversee this effort. Areas for consideration for this Committee may include fixed expenses, financial services, and potential personnel positions.
4. Prioritize Long-Range Facilities Plan projects with the goal of identifying capital reserves to be used to implement the projects.

E3. To approve home instruction for District students, at the contracted hourly rate, as follows:

<u>Student No.</u>	<u>School</u>	<u>Grade</u>
419681	RHS	11
421651	RHS	10

E4. To approve the disposal of obsolete District textbooks no longer in use or included in the Science Department's Course of Study as follows:

<u>Title</u>	<u>Quantity</u>	<u>Author/ Copyright</u>	<u>Publisher</u>	<u>ISBN No.</u>
<i>Conceptual Physics Online (V 2.20.002)</i>	16	2001-2010	Kinetic Online Companion Workbook	978161384640-7
<i>Physics, Eighth Edition</i>	56	Cutnell and Johnson/ 2009	Wiley	978-0470475447
<i>Physics, Tenth Edition</i>	20	Cutnell and Johnson/ 2011	Wiley	978-1119046998
<i>Globe Earth Science</i>	70	1996	Pearson	0-8359-1174-8
<i>Science Spectrum A Physical Approach</i>	40	2001	Holt, Reinhart & Winston	0-02-054349-5
<i>Holt Physics</i>	27	2009	Holt, Rinehart & Winston	978-0030368165
<i>Criminalistics</i>	36	2004	Prentice Hall	0-13-113706-9

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

Catalyst Prep	SAT & ACT Boot Camps and Practice Exam; Little Theatre; October 20 & 21, 2018 and May 18, 2019; 9 A.M. - 1 P.M.
STAFFS Prep	SAT & ACT Classes; Classrooms; October 30, November 6, 13, 15, 20 & 27, 2018; 6 - 9 P.M.

POLICY

PO1. To approve the first reading of District Policies as follows:

<u>Policy Title</u>	<u>Policy No.</u>
Equal Employment/ Anti-Discrimination Practices	1550

P2 – PO1

RC): Becker ✓, Becker ✓, Bunting ✓, Kilday ✓,
 Porro ✓, Quinlan ✓, Rukaj ✓, Butto ✓, Castor ✓

COMMITTEE REPORTS

Mr. Becker reported that the members of the Extracurricular Committee will be meeting in the near future.

Mrs. Quinlan reported that the members of the Facilities Committee met on September 13 to review and discuss agenda items as follows: 1) the Bleacher Project; 2) mold remediation; 3) and prioritization of the long-range facilities projects.

Mrs. Becker reported that the members of the Crisis Management Committee met on September 7 to review and discuss agenda items as follows: 1) security drills with staff and students; 2) collaboration with the FLOW K-8 Districts; and 3) Continuity of Operations Plan.

Mrs. Kilday reported that the members of the Education Committee will be meeting on Tuesday, September 18.

Mr. Butto reported that the members of the Personnel/Goals/Evaluation Committee met earlier to review and discuss the 2018-19 Board Goals.

BOARD COMMENTS

Mr. Rukaj thanked the representative of the RIHEA and the members of the Board’s Negotiations Committee for their work during the negotiations process. He also thanked Mr. Ceurvvels for his efforts during the process.

Mr. Becker stated his relief regarding a successor agreement with the RIHEA and thanked all involved in the process. He also stated how exciting it is to see all that is going on in the District.

Mrs. Quinlan stated that she is very happy that the contract is settled.

Mr. Porro congratulated both the representatives of the RIHEA and the members of the Board’s Negotiations Committee for the settled contract. He also thanked Mr. Ceurvvels for his work on the mold remediation.

Mrs. Becker stated that it is great that negotiations with the members of the RIHEA are completed.

Mrs. Kilday expressed her gratitude that the contract is settled.

Mr. Butto thanked the members of the Board's Negotiations Committee and the representatives of the RIHEA on the settled contract.

PUBLIC DISCUSSION

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

No discussion.

B. Moved by QUINLAN Seconded RUKAJ to re-enter the Action/Work Session.

ANTICIPATED FUTURE MEETING DATES

Mrs. Castor announced anticipated future meeting dates as follows:

Monday, September 24, 2018 Regular Public Meeting, Ramapo High School, 8 P.M.

ADJOURNMENT

Moved by QUINLAN Seconded: BUNTING to adjourn at 8:30 P.M.

Jane Castor
Board President

Frank Ceurvels
Business Administrator/Board Secretary