

CEDAR GROVE BOARD OF EDUCATION
Cedar Grove, New Jersey
AGENDA

January 26, 2016

North End School Teachers Room
North End Media Center

Executive Session 7PM
Public Session 8PM

Call to order by the Board President

Roll Call

E1. Motion to **adjourn to executive session to discuss the following items:**

- Student matter relative to **HIB**. Action is not expected to follow the discussion in executive session. Due to the confidentiality of student matters, public release of this discussion will probably never occur.
- Personnel matter relative to **collective bargaining agreements**. Action is not expected to follow the discussion in Executive Session. Due to the confidentiality of personnel matters, public release of this discussion will probably never occur.
- Legal matter relative to a **pending tort claim against the Board**. Action is not expected to follow the discussion in Executive Session. Public release of the discussion will occur upon completion of the matter.
- Contract matter relative to the **referendum project**. Public release of the discussion will occur upon completion of the matter.

Reconvene in Public Session
Pledge of Allegiance

Announcement: The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of, and to attend the meeting of, public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this act, the Cedar Grove Board of Education has caused notice of this meeting to be advertised, by having the date, time, and place thereof posted on bulletin boards in the District, published and/or transmitted to the *Verona-Cedar Grove Times* and *Star Ledger* newspapers, filed with the Township Clerk, and posted on the District's web site.

THE MEETING IS OPEN TO THE PUBLIC FOR COMMENT ON ITEMS ON THE AGENDA.

COMMITTEE REPORTS

Curriculum
Communications
Facilities
Finance
Legislation
Personnel
Policy
FSA/APT

Board Presentations: Board of Education Member Recognition
Summer Music Program

FROM THE OFFICE OF THE BUSINESS ADMINISTRATOR and BOARD SECRETARY

MINUTES

- B1. Motion to **approve the Public and Executive minutes** of January 5, 2016.
- B2. Motion to **approve the budgetary transfers** for the month of January, 2016.
- B3. Motion to **approve the Treasurer's and Board Secretary's Report for the month of December, 2015.**
- B4. Motion to **approve the Board Secretary and School Board Treasurer Reports** for the month of November, 2015.
- B5. Motion to **approve the Board Secretary's certification to the Cedar Grove Board of Education, pursuant to NJAC 6A:23-2.11(c)3, that no line item account has encumbrances and expenditures which, in total, exceed the line item appropriation in violation of NJAC 6A:23-2.11(a); and further pursuant to NJAC 6A:23-2.11(c)4, no major account or fund has been over-expended in violation of NJAC 6A:23-2.11(b).**

BILLS

- B6. Motion to **pay the following List of Bills:**
January 26, 2016 \$4,832,751.12

BUSINESS:

- B7. Whereas on December 9, 2014, the Cedar Grove Public School District passed a building referendum project that includes renovations to the Cedar Grove High School Auditorium, specifically the removal, disposal, and replacement of 650 auditorium seating chairs,
And whereby the Cedar Grove Board of Education desires to donate the existing auditorium seating chairs (that have no value to the Cedar Grove School District) to another NJ Public School District,
The Cedar Grove Board of Education hereby approves the donation of 350 used auditorium seating chairs to the Lyndhurst Public School District. The Lyndhurst Public School District will be responsible for the transportation of said chairs from the Cedar Grove High School.
- B8. Motion to **retroactively approve Left/Right TV Productions to use the Cedar Grove High School** main hallway, classrooms, parking lot, and cafeteria for a TV short entitled: *How the Internet Ruined My Life* on December 20, 2015. The application agrees to pay \$1,500 for the use of facilities, any and all custodian overtime costs beyond the regular workday, and provide required certificates of liability and workman's comp insurance.

- B9. Motion to **approve BRS, Inc. (aka Business Relocation Services) to provide packing and moving services at Cedar Grove High School, E-Wing**, during the March 2016 holiday break. BRS will be responsible for packing, tagging and loading items from select classrooms and storage closets during the move-out phase and then unloading, placing, unpacking and reinstalling wood shelving during the move back phase. The cost for this phase of the project will not exceed \$4,563.87. This work is part of the 2014 voter-approved referendum project. Second quote was provided by Booth Movers, LTD at a cost of \$5,099.50.
- B10. Motion to **approve Relocation Strategies Services to oversee the project** and move management of select classrooms and storage closets in Cedar Grove High School E-Wing at a cost not to exceed \$1,440.
- B11. Motion to **approve the Class of '65 Scholarship Fund Board's request to transfer** the balance in the CGMHS-Class of 65 scholarship fund, \$3,167.19, to the CGMHS-65 Perpetual Scholarship
- B12. Motion to **retroactively approve the Cedar Grove Soccer Club's request to use the gymnasiums** at the Memorial Middle, LRP, South End, and North End schools each Saturday from January 16, 2016 through March 19, 2016, (4:30 pm through 6:30 pm), for extra practice for the club's winter soccer teams. The Cedar Grove Soccer Club has asked that the custodial fee be waived.
- B13. Motion to **approve the annual contract support agreement with Computer Solutions, Inc.** for the 2016-2017 school year in the amount of \$9,492. (Budgetary Accounting Module-\$207/month; Site Based Maintenance User License-\$62/month; Human Resources Module-\$161/month; Position Control-\$38/month; Payroll Module-\$161/month; Time Clock (software) Interface-\$57/month; Time Clock (hardware) Maintenance-\$105/month.)
- B14. Motion to **retroactively approve the acceptance of Epipen 4 Schools Program grant award of 8 epipens, \$5,352 value**, received on January 14, 2016." Each school will receive two epipens.
- B15. Motion to **approve the disposal of 50 student desks and chairs** currently located at Cedar Grove High School. The desks and chairs have no value."
- B16. Motion to **approve the following Board committees** for the time period January 27, 2016 through January 10, 2017:

<i>Standing Committees/Liaisons</i>	<i>Board Member</i>	<i>Board Member</i>
Curriculum (2)	Peter	Chrissy
Communications (2)	Frank	Joe
Facilities (2)	Peter	Pam
Finance (2)	Pam	Chrissy

Legislation (1)	Joe	
Personnel (1)	Frank	Joe
NJSBA Delegate (1)	Joe	
NJSBA Alternate (1)	Pam	
ECSBA Delegate (1)	Chrissy	
ECSBA Alternate (1)	Joe	
NE FSA Liaison (1)	Peter	Frank (alt)
SE FSA Liaison (1)	Joe	Chrissy (alt)
MMS FSA Liaison (1)	Chrissy	Pam (alt)
CGHS APT Liaison (1)	Frank	Pam (alt)
Town Council Liaisons (1)	Rotate	
Recreation Board Liaison (1)	Chrissy	Frank (alt)
Music Matters (1)	Pam	Chrissy (alt)
Special Education (2)	Chrissy	Joe
Policy (2)	Chrissy	Frank

FROM THE OFFICE OF THE SUPERINTENDENT OF SCHOOLS

PERSONNEL

- S1. Motion to **approve the Superintendent's Report.**
- S2. Motion to **affirm the Superintendent's report on harassment, intimidation and bullying (HIB)** from January 5th and January 26th, 2016.
- S3. Motion to **retroactively accept the letter of resignation from Lorraine Fenchel, SE, One-to-One Paraprofessional, effective January 6, 2016.**
- S4. Motion to **appoint the following staff in accordance with the State Emergent Hiring procedures:**
 - Jessica Ingrassia, Paraprofessional, South End School, \$17,955, prorated, on January 20, 2016.
 - Ashley Melnick, Paraprofessional, South End School, \$17,955, prorated, on January 20, 2016.
 - Jaclyn DeTroia, Paraprofessional, Memorial Middle School, \$17,955 prorated, on January 25, 2016.
- S5. Motion to **rescind contract date of employment for Susan Pedersen, Maternity Leave Replacement Teacher, Memorial Middle School, for Maria Travaglio, from June 17, 2016 to April 1, 2016, due to date of return sooner than previously approved.**

S6. Motion to **reimburse the following school-based volunteers** for fingerprinting expenses as per policy #9180 at the rate of :

- Naoma Coe \$24.20
- Gail Coe \$24.20
- Dawn Daura \$31.25
- Marcella McCarthy \$24.20

S7. Motion to **approve the following as school volunteers:**

- Naoma Coe
- Gail Coe
- Dawn Daura
- Marcella McCarthy

S8. Motion to **approve the following substitute teachers for the 2015-2016 school year** at the per diem rate of \$90.00:

- Judith Dinapoli
- Richard Miller
- Marie Fontanges
- Susan Pedersen (after 4/1/2016)

S9. Motion to **approve the following substitute secretary for the 2015-2016 school year** at an hourly rate of \$14.50:

- Briana Weinstein

S10. Motion to **authorize attendance** at the following event/s:

<i>Program</i>	<i>Date</i>	<i>Employee(s)</i>	<i>Board Member(s)</i>	<i>Cost</i>
ATSNS Conference	3/6 & 3/7 2016	T. Jacobus	0	90.00
AT Certification & Licensing	2/26/2016	T. Jacobus	0	75.00
Music Conference	2/19/2016	M. Backing C. Imperatore	0	165.00
Teaching World Languages	1/27/2016	A Surraco	0	119.50
PARCC Reading	2/2/2016	K. Schlosser C. Torchia	0	50.00
NJ Bar HIB workshop	2/11/2016	R. Mangili A. Rubino	0	0
M. Palma	1/12/2016	M. Palma	0	20.00

CAS Certification Course (The cost of the workshop was paid through Title II funds.)	Retroactively	A. Coppee K. Stauton C. Bulger C. Licitra B. Weber J. Stepanian	0 0 0 0 0 0	118.00 198.00 198.00 198.00 198.00 198.00
Conquer Math	1/25, 3/2, 3/21, 2016	L. Braen	0	0
Conquer Math	1/28 & 5/3, 2016	L. Tower	0	0
NJCEC Conf.	3/14/2016	C. Dunn	0	12.50
ACDA Music	2/11 & 2/12 2016	J. Foose	0	149.50
Swimming Championships	1/18/2016	R. Gogerty	0	0
NGSS Curriculum Workshops	Retro 1/21/16, 2/3/16, 5/26/16	J. Barboza	0	405.00
AMTNJ Conf.	2/9/2016	J. Barboza	0	149.00
NJPSAFEA	1/29 & 2/5, 2016	N. DeCorte D. Chell	0	149.00/each 149.00/each

S11. Motion to **approve the following leave of absence:**

<u>Name</u>	<u>Reason</u>	<u>Position/ Location</u>	<u>Sick Days</u>	<u>Fed MLA Start Date</u>	<u>NJ(FLA) Start Date</u>	<u>Unpaid Leave Without Benefits</u>	<u>Return Date</u>	<u>Modifications /Updates</u>
Maria Travaglio	Returning sooner	MMS- Math	5/26-9/30/15	10/1- 12/23/15	1/4-4/1/16		4/4/2016	Returning 4/4/16 instead of 9/1/16

POLICIES & REGULATIONS

S12. Motion to **approve on Second Reading the following Policy Updates/Revisions:**

- P & R 1240 Evaluation of Superintendent (M) (Revised)
- P & R 3221 Evaluation of Teachers (M) (Revised)
- P & R 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)
- P & R 3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised)
- P & R 3224 Evaluation of Principals, Vice Principals, and Assistant Principals (M)(Revised)
- P 3431.1 Family Leave (M) (Revised)
- P 4431.1 Family Leave (M) (Revised)
- P 5337 Service Animals (New)
- P 5516 Use of Electronic Communication and Recording Devices (ECRD) (M) (Revised)

CURRICULUM

S13. Motion to **adopt the following revised and re-aligned curricula for the 2015-16 school year:**

- World Languages - Grade 1
- World Languages - Grade 2
- Spanish - Grades 5-7

CONTRACTS

S14. Motion to **approve the following contracts for the 2015-16 school year** for special education students, as recommended by the Director of Special Services:

Orchard Hill
Medical Waste Pickup
At a rate of \$45 per container

THE MEETING IS OPEN TO THE PUBLIC FOR COMMENT ON ITEMS ON OR OFF THE AGENDA.

Announcement of future meetings:

February 9, 2016	North End Media Ctr.	7pm Executive Session; 8pm Regular Mtg
February 23, 2016	North End Media Ctr.	7pm Executive Session; 8pm Regular Mtg