

CEDAR GROVE BOARD OF EDUCATION
Cedar Grove, New Jersey
AGENDA

December 10, 2019

North End School Faculty Room
North End Media Center

Executive Session 6:30 PM
Public Session 7:30 PM

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.
- Student matter relative to **suspensions**. Action is not expected to follow the discussion in Executive Session. Public release of the discussion will probably never occur due to the confidentiality of the matter.
- Personnel matter relative to **employee assignments**. Action is expected to follow the discussion in Executive Session. Due to the confidentiality of personnel matters, public release of this discussion will probably never occur.
- District issue relative to **security**. Action is not expected to follow the discussion in executive session. Public release of the discussion may 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, TAPinto online news, filed with the Township Clerk, and posted on the District's web site.

Roll Call

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 Presentation:

Boys' Soccer - 2019 Super Essex Conference Independence Division Champions

Girls' Soccer - 2019 Super Essex Conference Colonial Division Champions

Black and Gold Club Donation

Paul Lerch – Presentation of Comprehensive Annual Financial Report

FROM THE OFFICE OF THE BUSINESS ADMINISTRATOR and BOARD SECRETARY

MINUTES

- B1. Motion to **approve the Public and Executive minutes** of November 18, 2019.
- B2. Motion to **approve the budgetary transfers** for the month of November 2019.
- B3. Motion to **approve the Treasurer's Report** for the month of September 2019.
- B4. Motion to **approve the Board Secretary Report** for the month of September 2019.
- 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: \$2,516,704.77**

BUSINESS:

- B7. Motion to **approve the following 2019-20 Board Goals:**
 - 1. Finances:
 - a. Continue to maintain fiscal responsibility while identifying and pursuing additional revenue sources for the District, including, but not limited to, options regarding the lease of school facilities, the Cedar Grove
 - 2. Long-Range Strategic Planning:
 - a. Ensure implementation of year one of the 2019-2022 strategic plan;
 - b. Monitor the benchmarks established by the long-range strategic plan for the 2019-20 school year to ensure that they are being met.
 - 3. Technology:
 - a. Introduce and monitor the one-to-one Chromebook Initiative in grades 5-12;
 - b. Direct PD resources towards the growth of one-to-one instructional applications in the classroom;
 - c. Explore and evaluate next steps regarding additional course offerings related to STEM;

4. Communication:

- a. Maintain open discourse with the Cedar Grove Town Council, evaluate the efficacy of this communication and ensure that the subcommittee convenes to discuss salient matters;
- b. Continue to facilitate communication with community stakeholders through the use of social media, monthly newsletters, emails and eblasts, Coffee Talks, Swift Reach, public meetings and appearances.

5. Policy:

- a. Implement and maintain a system to ensure that policies and regulations are updated on a regular basis, including, but not limited to, regular Policy Committee meetings and the relevant dissemination of information related to Policy change.

B8. Motion to **retroactively approve the location agreement with Kayla Lewis (NYU Student)** and the Cedar Grove Board of Education for a film shoot at Cedar Grove High School on Saturday, December 7, 2019 for a fee of \$300 and \$55 for custodial overtime, if necessary. The agreement is on file in the Board office.

B9. Motion to **accept the Cedar Grove Board of Education Comprehensive Annual Financial Report**, as of June 30, 2019,

WHEREAS, the district has prepared the Comprehensive Annual Financial Report for the 2018-2019 school year, and

WHEREAS, the audit of the financial records of the school district for the 2018-2019 school year has been made, according to the requirements of Title 18A, by the firm of Lerch, Vinci & Higgins, LLP.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education accepts the 2018-2019 Comprehensive Annual Financial Report and the report of the independent auditors, which includes the audit recommendations which were read aloud and discussed at the public board meeting of December 10, 2019, and

BE IT FURTHER RESOLVED, that the Board of Education approves the Corrective Action Plan responding to the recommendations of the auditor and that a copy of the Corrective Action Plan be submitted, as required, to the Executive County Superintendent of Schools.

B10. Motion to **approve Student Transportation Services for the Winter Athletic Season:**

WHEREAS, bids were advertised in the Star Ledger on November 15, 2019 for Student Transportation Services, Winter Athletic Season, Bid Number 2019-2020-003, and

WHEREAS, bids were publicly opened and read aloud on November 27, 2019 at 10:00 a.m. in the Conference Room at the Board Offices, and

WHEREAS, the following bids for Student Transportation Services, Winter Athletic Season were received:

<u>Date</u>	<u>Pickup Time</u>	<u>Team</u>	<u>Destination</u>	<u>Buses</u>	<u>STA</u>	<u>Mayor</u>	<u>Trans-Ed</u>
12/9/2019	2:45pm	Boys Var/JV Basketball	Becton Regional High School, East Rutherford	1	\$ 459.00	\$ 450.00	
12/10/2019	2:45pm	Girls Var/JV Basketball	Montville High School, Montville	1	\$ 459.00	\$ 450.00	
12/12/2019	2:45pm	Boys Var/JV Basketball	Livingston High School, Livingston	1	\$ 459.00	\$ 450.00	
12/17/2019	3:00pm	Boys Var/JV Basketball	Montclair High School, Montclair	1	\$ 459.00	\$ 450.00	
12/19/2019	2:45pm	Boys Freshman Basketball	West Essex High School, North Caldwell	1	\$ 459.00	\$ 450.00	
12/20/2019	4:15pm	Boys Var/JV Basketball	Eagle Academy High School, Newark	1	\$ 360.00	\$ 450.00	
12/21/2019	7:30am	Wrestling	Lakeland Regional High School, Wanaque	1	\$ 360.00	\$ 450.00	\$ 340.00
12/23/2019	12:45pm	Boys Var/JV Basketball	Bernards High School, Bernardsville	1	\$ 360.00	\$ 450.00	\$ 340.00
12/27/2019	6:30am	Wrestling	Mountain Lakes High School, Mountain Lakes	1	\$ 360.00	\$ 450.00	\$ 340.00
12/27/2019	7:45am	Boys JV Basketball	Verona High School, Verona	1	\$ 360.00	\$ 450.00	\$ 340.00
12/27/2019	9:30am	Girls JV Basketball	Verona High School, Verona	1	\$ 360.00	\$ 450.00	\$ 340.00
12/27/2019	12:30pm	Boys Varsity Basketball	James Caldwell High School, West Caldwell	1	\$ 360.00	\$ 450.00	\$ 340.00
12/27/2019	5:30pm	Girls Varsity Basketball	James Caldwell High School, West Caldwell	1	\$ 360.00	\$ 450.00	\$ 340.00
12/28/2019	TBD	Girls Varsity Basketball	West Essex High School, North Caldwell	1	\$ 360.00	\$ 450.00	\$ 340.00
12/28/2019	TBD	Boys Varsity Basketball	West Essex High School, North Caldwell	1	\$ 360.00	\$ 450.00	\$ 340.00
1/3/2020	2:45pm	Boys Freshman Basketball	Grover Cleveland Middle School, Caldwell	1		\$ 450.00	
1/3/2020	2:45pm	Boys Varsity Basketball	Newark Tech High School, Newark	1		\$ 450.00	

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1/3/2020	TBD	Wrestling	Montclair High School, Montclair	1		\$ 450.00	
1/4/2020	7:00am	Wrestling	Brick Memorial High School, Brick	1		\$ 450.00	\$ 340.00
1/4/2020	7:45am	Boys JV Basketball	Newark Tech High School, Newark	1		\$ 450.00	\$ 340.00
1/7/2020	2:45pm	Girls Freshman Basketball	Montclair High School, Montclair	1		\$ 450.00	
1/7/2020	4:30pm	Girls Var/JV Basketball	Montclair High School, Montclair	1	\$ 360.00	\$ 450.00	
1/9/2020	2:45pm	Boys Freshman Basketball	Livingston High School, Livingston	1		\$ 450.00	
1/9/2020	2:45pm	Boys Var/JV Basketball	Science Park High School, Newark	1		\$ 450.00	
1/10/2020	5:00pm	Wrestling	Belleville High School, Belleville	1	\$ 360.00	\$ 450.00	
1/11/2020	7:00am	Wrestling	Paramus High School, Paramus	1	\$ 360.00	\$ 450.00	\$ 340.00
1/11/2020	10:30am	Girls Var/JV Basketball	Barringer High School, Newark	1	\$ 360.00	\$ 450.00	\$ 340.00
1/16/2020	1:15pm	Wrestling	Cody Arena, West Orange	1		\$ 450.00	
1/16/2020	3:30pm	Girls Var/JV Basketball	Newark Collegiate Academy, Newark	1		\$ 450.00	
1/17/2020	1:15pm	Wrestling	Cody Arena, West Orange	1		\$ 450.00	
1/18/2020	7:45am	Boys Freshman Basketball	Rutherford High School, Rutherford	1	\$ 360.00	\$ 450.00	\$ 340.00
1/18/2020	9:30am	Boys Var/JV Basketball	Rutherford High School, Rutherford	1	\$ 360.00	\$ 450.00	\$ 340.00
1/21/2020	2:45pm	Boys Freshman Basketball	Weequahic High School, Newark	1	\$ 459.00	\$ 450.00	
1/21/2020	4:15pm	Boys Var/JV Basketball	Weequahic High School, Newark	1	\$ 360.00	\$ 450.00	
1/23/2020	2:45pm	Girls Freshman Basketball	James Caldwell High School, West Caldwell	1	\$ 459.00	\$ 450.00	
1/23/2020	4:30pm	Girls Var/JV Basketball	James Caldwell High School, West Caldwell	1	\$ 360.00	\$ 450.00	
1/25/2020	7:00am	Wrestling	Lenape Valley Regional High School, Stanhope	1	\$ 360.00	\$ 450.00	\$ 340.00

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1/25/2020	10:30am	Girls Var/JV Basketball	Belleville High School, Belleville	1	\$ 360.00	\$ 450.00	\$ 340.00
1/28/2020	2:45pm	Girls Freshman Basketball	Livingston High School, Livingston	1		\$ 450.00	
1/28/2020	4:15pm	Girls Var/JV Basketball	Livingston High School, Livingston	1	\$ 360.00	\$ 450.00	
1/31/2020	4:45pm	Wrestling	Newark Academy High school, Livingston	1	\$ 360.00	\$ 450.00	
2/4/2020	3:00pm	Boys Var/JV Basketball	Golda Och Academy, West Orange	1		\$ 450.00	
2/5/2020	2:45pm	Wrestling	East Side High School, Newark	1		\$ 450.00	
2/6/2020	2:45pm	Girls Var/JV Basketball	Millburn High School, Millburn	1		\$ 450.00	
2/6/2020	2:45pm	Girls Freshman Basketball	Millburn High School, Millburn	1		\$ 450.00	
2/11/2020	2:45pm	Boys Var/JV Basketball	Technology High School, Newark	1		\$ 450.00	
2/11/2020	2:45pm	Boys Freshman Basketball	HB Whitehorne Middle Schoo, Verona	1		\$ 450.00	
2/13/2020	2:45pm	Boys Var/JV Basketball	Newark Collegiate Academy, Newark	1		\$ 450.00	
2/20/2020	2:45pm	Girls Var/JV Basketball	Mount Saint Dominic Academy, Caldwell	1	\$ 459.00	\$ 450.00	
2/20/2020	2:45pm	Girls Freshman Basketball	Mount Saint Dominic Academy, Caldwell	1	\$ 459.00	\$ 450.00	
2/22/2020	TBD	Wrestling	District Tournament, TBD	1	\$ 459.00	\$ 450.00	\$ 340.00
2/25/2020	2:45pm	Boys Freshman Basketball	Kittatinny Regional High School, Newton	1	\$ 459.00	\$ 450.00	
2/25/2020	3:45pm	Boys Var/JV Basketball	Kittatinny Regional High School, Newton	1	\$ 459.00	\$ 450.00	
2/26/2020	TBD	Wrestling	Region Tournament, TBD	1	\$ 459.00	\$ 450.00	
2/28/2020	TBD	Wrestling	Region Tournament TBD	1	\$ 459.00	\$ 450.00	\$ 340.00
2/29/2020	TBD	Wrestling	Region Tournament, TBD	1	\$ 459.00	\$ 450.00	\$ 340.00
				TOTAL	\$14,805.00	\$25,200.00	\$6,800.00

Hourly Overtime Rate	\$ 90.00	\$ 75.00	\$ 85.00
Additional Trip Rate (4 hrs)	\$ 483.00	\$ 450.00	\$ 340.00

WHEREAS, the Cedar Grove Board of Education desires to award the Winter Athletic Season bids on a total bid basis, and

WHEREAS, the bids for STA and Trans-Ed, Inc. are rejected for not entering in amounts for every trip.

NOW, THEREFORE BE IT RESOLVED, that the Cedar Grove Board of Education, based upon the recommendation of the Business Administrator/Board Secretary, hereby approves the bid of Mayor Transportation for Student Transportation Services for the Winter Athletic Season in the amount of \$25,200, plus any additional requested trips.

FROM THE OFFICE OF THE SUPERINTENDENT OF SCHOOLS

PERSONNEL

- S1. Motion to **approve Jokeldy Hernandez, South End Maternity Leave Replacement Teacher, Physical Education**, non-tenure track, BA Step 1 (\$51,224), prorated from December 13, 2019 to May 18, 2020.
- S2. Motion to **retroactively approve Allison Horris, Maternity Leave Replacement Teacher, SE Grade 1**, non-tenure track, MA Step 1 (\$55,224), prorated from December 9, 2019 thru May 28, 2020.
- S3. Motion to **approve the extended offer of employment for Jennifer Constantini, Maternity Leave Replacement Teacher, MMS**, non-tenure track, MA Step 4 (\$57,224), prorated through March 6, 2020 (new end date).
- S4. Motion to **rescind S29 from the June 18, 2019 agenda for Brian Dorflauer as Boys' Basketball Assistant Coach** for the 2019-2020 school year.
- S5. Motion to **approve Irina Shutovsky as a makeup consultant for the Brothers Grimm Drama performance** at an hourly rate of \$35.
- S6. Motion to **rescind S14 from the November 18, 2019 agenda and approve the following Paraprofessionals for lunch duty coverage** for Memorial Middle School at the curriculum rate of \$25 per hour for the 2019-20 school year:
 - Nancy Leotsakas
 - Paige Gibson
 - Robyn Levy
 - Margaret Pantusa

- S7. Motion to **approve the following employees to provide Home Instruction services** at a rate of \$35/hour for the 2019-20 school year: **Katie Danieli**
Ed Puchalski
Kathy Asaro
Joanne Marriott
- S8. Motion to **approve Deanne Grossman for before school supplemental instruction** for MMS (SID # 1801273991) for 1 hour a week at the rate of \$35 per hour for the remainder of the 2019-2020 school year.
- S9. Motion to **approve the following employees to assist in supervising our students during the winter concert** at the curriculum rate of \$35 per hour for the 2019-2020 school year: **David Candia Jackie Seugling**
Randy Nelson Alex Potts
- S10. Motion to **approve the following as school volunteers:**
 Jessica Forgie SE Nicholas Houlbert SE Alyssa Lever HS Christina Pellegrino NE
- S11. Motion to **reimburse the following school-based volunteers** for fingerprinting expenses as per policy #9180 at the rate of : Jessica Forgie SE \$24.05

S12. 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>
Ramapo GC Mtg	12/6/2019 (retroactively)	M. Denman	0	\$0
NJPSAFEA	1/27/2020	K. Danieli L. Reid	0	\$0
	1/10/2020	D Chell	0	\$0
Embracing the Whole Child Conference	3/16/2020	C. Dunn	0	\$25
Broadway Teacher Workshop	7/16-18/2020	J. Foose	0	\$399.50
PRISM MSU	1/24/2020	J. Barboza	0	\$40
Sense Making Earth and Science	2/17/20	E. Cheyne	0	\$0
QSAC Training	12/9/2019	J. Barboza M. Fetherman	0	\$0
Director of Ordinance	12/12/2019	A. Rubino	0	\$0
Syracuse Project	12/12/2019	V. Galambos	0	\$0-tolls & mileage only
Mental Health & Wellness	12/11/2019	H. Donnelly C. Bulger	0	\$40/

S13. Motion to **approve the following** leaves of absence:

<i>Name</i>	<i>Reason</i>	<i>Position / Location</i>	<i>Number of Employee Sick Days used for Leave</i>	<i>FMLA Start Date</i>	<i>NJ(FLA) Start Date</i>	<i>Return Date</i>	<i>Modifications / Updates</i>
D. Spallino	Maty	Resource/ MMS	9/3-9/20/19 (14)	9/23-12/3/19 (51)	12/4-3/5/20 (60)	3/6/20	Rev FMLA RTW date
J. Schomaker	Maty	History/HS	11/11-1/7/20 (32)	n/a	1/8-3/31/20 (60)	4/1/20	Rev Sick RTW date

S14. Motion to **retroactively approve Andrew Vanderhorn, CGHS Winter Weight Room Advisor**, effective December 3, 2019 for a stipend of \$2,467, for the 2018-19 school year.

S15. Motion to **approve the extra class teaching stipend of \$6300, prorated (leave coverage for M. Stanford)**, for the following teachers, effective January 2, 2020 thru June 19, 2020:

Mr. Robert Brady – Algebra II Period 1
 Mrs. Shelley Rack – Algebra II Honors Period 2
 Mrs. Collen McElroy – Algebra II Period 4
 Mrs. Joan Oehm – Algebra II Honors Period 5
 Mr. Sean Sweeney – Algebra II Period 8

S16. Motion to **retroactively approve Tom Jones, Assistant Cheer Coach**, \$315/game beyond regular season; maximum 2 games.

S17. Motion to **approve Lisa Hagel and Megan MacLeod as substitute teachers** for the 2019/2020 school year, at a rate of \$90/day.

S18. Motion to **approve Louis Aboyoun, Head Varsity Boys’ Lacrosse Coach**, Step 5, stipend \$9,280 for the 2019/2020 school year.

S19. Motion to **approve the termination on notice of employee #2503**, effective January 9, 2020.

POLICIES

S20. Motion to **approve the Second Reading of the following Policy Updates/Revisions:**

- P & R 1642 Earned Sick Leave Law (M) (New)**
- P 3159 Teaching Staff Member/School District Reporting Responsibilities (M) (Revised)**
- P & R 3218 Use, Possession, or Distribution of Substances (M) (Revised)**
- P & R 4218 Use, Possession, or Distribution of Substances (M) (Revised)**
- P & R 6112 Reimbursement of Federal and Other Grant Expenditures (M) (Revised)**

- P & R 7440 School District Security (M) (Revised)**
- P 8600 Student Transportation (M) (Revised)**
- R 8600 Student Transportation (Revised)**
- P 8630 Bus Driver/Bus Aide Responsibility (M) (Revised)**
- R 8630 Emergency School Bus Procedures (M) (Revised)**
- P 8670 Transportation of Special Needs Students (M) (Revised)**
- P 9210 Parent Organizations (Revised)**
- P 9400 Media Relations (Revised)**

CURRICULUM

- S21. Motion to **approve the following curricula** for the 2019-2020 school year:
- Grade 8 Mathematics
 - Grade 8 Accelerated Mathematics
 - Financial Literacy
 - Dance - Grades 9-12
- S22. Motion to **approve the following revised curricula** for the 2019-20 school year:
- High School Band
 - Pre-Advanced Placement U.S. History
 - Italian I
 - Italian II
 - Italian III
 - Italian III Honors
 - Italian IV
 - Italian IV Honors
 - Gifted and Talented - Grades K-2
 - Gifted and Talented - Grade 3
 - Gifted and Talented - Grade 4
 - Gifted and Talented - Grade 5
 - Gifted and Talented - Grade 6
 - Gifted and Talented - Grade 7
 - Gifted and Talented - Grade 8
 - Mathematics K-5

CONTRACTS

- S23. Motion to **approve the Tuition Contracts** in the daily amount of \$89.12 to receive two students from Old Bridge Board of Education for placement in Cedar Grove High School.

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

Announcement of future meetings:

- January 7, 2020 North End Media Ctr. 6:30 pm Executive Session; 7:30 pm Regular Mtg
- January XX, 2020 North End Media Ctr. 6:30 pm Executive Session; 7:30 pm Regular Mtg