

RUMSON BOARD OF EDUCATION
Rumson, New Jersey

Regular Board Minutes

Date: Wednesday, November 18, 2015
Time: 7:00 pm BOE PD Workshop
7:30 pm Regular Meeting
Location: Higgins Library, Forrestdale School

1. **Call to Order**

The meeting was called to order by the Board President at 7:09 p.m., in the Higgins Library of the Forrestdale School, Rumson, New Jersey

2. **Pledge of Allegiance**

3. **Notice of Meeting**

Announcement of this meeting has been sent to the Asbury Park Press and the Two River Times, an Agenda has been posted in the Deane-Porter and Forrestdale Schools, Rumson Borough Hall and the Oceanic Library.

4. **Roll Call**

Mrs. Beyer	Present	Mr. Jones	Present	Mrs. O'Connor	Present
Mr. Binns	Present	Mrs. MacGillis	Present	Mrs. Simons	Present
Dr. Connors	Absent	Mrs. Melia	Present	Mrs. Swain	Present

Others Present: Dr. John Bormann, Superintendent; Mr. Bruce Quinn, Interim Business Administrator/Board Secretary; Athina Cornell, Esq., Board Attorney and the public.

5. **Board of Education Professional Development Workshop** – Dr. Bormann presented the Board and District goals.

6. **Adjourn to Regular Meeting**

RECOMMENDATION

Motion to adjourn to the Regular Meeting of the Rumson Board of Education.

Moved: Mrs. Beyer Seconded: Mrs. MacGillis

Discussion: None

All in favor: AYES: 8

7. **Welcome of Visitors**

8. **Recognition** – Dr. Bormann to recognized the Boys Soccer team for being division champions. Dr. Bormann and Mrs. O'Connor presented certificates of recognition to the team.

9. **Correspondence**

RECOMMENDATION

The Board accepted the following correspondence, to the extent known:

October 28, 2015 Re: Community Issue

Moved: Mr. Binns Seconded: Mrs. Swain

Discussion: None

All in Favor: AYES: 8

10. **Communications**

To permit the fair and orderly expression of comments we ask that the public:

- Wait to be recognized
- Preface comments with your name and address
- Direct all comments to the presiding officer
- Discuss only concerns that have been previously addressed through proper administrative channels
- Refrain from using any pupil or staff member's name

The Board is happy to listen to all comments, but this may not be the forum for any and all questions.

11. **Approval of Minutes**

RECOMMENDATION:

The Board approved the following board minutes:

October 21, 2015 Regular Meeting Minutes

Motion: Dr. Jones

Seconded: Mrs. Beyer

Discussion: None

All in favor: AYES: 8

12. **Report of the Superintendent**

The Superintendent reported on the following items:

- **School Suspension List** – As of November 18, 2015

School	September 2015	October 2015	November 2015
Deane-Porter	0	0	0
Forrestdale	0	0	0

- **Enrollment** – As of November 18, 2015

Deane-Porter Enrollment	Forrestdale Enrollment
408	554

The following consent agenda items (a-b) were accepted upon the recommendation of the Superintendent:

Motion: Mrs. Swain **Seconded: Mrs. Beyer**

Discussion: None

All in favor: AYES: 8

- a. **Acceptance of Safety and Security Report**

The Board accepted the Safety and Security Report for November 2015:

School	Type of Drill	Occupants Involved	Date and Time
DP/FD	Non-Emergent AED	All Staff & Students	11/11/15 – 11:00 am
DP/FD	Fire Drill	All Staff & Students	11/23/15 – 1:10 pm

- b. **HIB Report**

The Board accepted the Harassment, Intimidation and Bullying (HIB) report for the period of October 16 to November 13, 2015:

RUMSON SCHOOL DISTRICT OCTOBER HIB SUMMARY (Oct. 16 – Nov. 13, 2015)

School	Forrestdale	Deane Porter	District
# of Total New Reports	0	0	0
# of Cases Closed	0	0	0
# of Cases Open	0	0	0
# of actual HIB cases	0	0	0

13. **Education Committee (Consent Agenda items a-b)**

- **Report of meeting** – Mrs. Swain reported on the meeting held on November 11, 2015.
- **The Board approved the following consent agenda items which are being presented upon the recommendation of the Superintendent:**

Moved: Mrs. Swain **Seconded: Mr. Binns**

Discussion: None

All in favor: AYES: 8

- a. **Board Goals**

The Board approved the adoption of the Board Goals for the 2015-2016 school year.

- b. **District Goals**

The Board approved the adoption of the District Goals for the 2015-2016 school year.

14. **Personnel Committee (Consent Agenda items a-i)**

- **Report of meeting – No meeting held.**
- **The Board approved the following consent agenda items which are being presented upon the recommendation of the Superintendent:**

Moved: Mr. Binns Seconded: Mrs. Melia

Discussion: None

Roll Call: AYES: 8

a. Retirement

The Board accepted, with regret, the letter of retirement from **Denise Friedmann**, School Business Administrator/Board Secretary effective December 31, 2015.

b. Appointment

The Board approved the appointment of **Debra Allen**, School Business Administrator/Board Secretary, to begin on January 1, 2016 for the remainder of the 2015-2016 school year, at a pro-rated salary of \$130,000 pending criminal history review approval.

c. Leave Extension

The Board approved the extension of medical leave for Lori Zucker to return on Monday, November 30, 2015.

d. Homebound Instruction

The Board approved Moira Barrett and Ursula Glackin as the Homebound Instructors for a third grade student for six (6) hours per week, schedule to be determined, at a rate not to exceed \$35.00/hour.

Staff Member	Hours / Amount/week	Total Payment
Moira Barrett	4 hours per week @ \$35/hr	\$140/week
Ursula Glackin	2 hours per week @ \$35/hr	\$70/week

e. Substitutes

The Board approved the following additions to the District Board Approved Substitute List:
Krista Honnold Teacher Substitute

f. Extra-Curricular Appointments

The Board approved the appointment of the following extra-curricular staff:

Staff Member	Sport	Rate of Pay
Rosanne Primavera	Girls Basketball 2 nd Evaluator	3 hrs @ \$50.33/hr. = \$150.99
Nancy Kegelman	Boys Basketball 2 nd Evaluator	3 hrs @ \$50.33/hr. = \$150.99
Maureen Gordon	National Jr. Honor Society Advisor	\$1,006/year
TBD TBD	2 - Basketball Chaperones (boys & girls) 16 home games (1-1/2 hours per game)	\$35.00/hour each = \$840 each

g. AM Duty Appointment change

The Board retroactively approved the following AM duty change:

Staff Member	Duty	Rate of Pay
Sloane Lobell (replaced K. Laviola) Beginning on 11/09/15	AM Bus Duty	\$35.00/hour

h. Professional Development Compensation

The Board approved 3 hours of additional compensation for time beyond their scheduled hours on 12/09/15 for Susan Stypa and Suzi Bloom, P/T Pre-school Teachers, for professional development for IEP Direct, at their contracted hourly rate

i. Bulldog Pupil Achievement Club

The Board retroactively approved the appointment of teaching staff to the Bulldog Pupil Achievement Club for the 2015-2016 school year as follows:

Assignment	Staff Members	Hours	Rate per hour
2015-2016 Title I Teachers as needed for Bulldog Pupil Achievement Club	Moira Barrett Corine Brennan Aimee Humbert	Up to 8 each, per week	\$50.33/hr each

15. Facilities and Operations (Consent Agenda items a - b)

- **Report of Meeting** – Mrs. Beyer reported on the meeting held on November 10, 2015.
- **The Board approved the following consent agenda items being presented for approval:**

Moved: Mr. Binns Seconded: Mrs. Simons

Discussion: None

All in favor: AYES: 8

a. Travel and Related Expenses

The Board approved travel and related expenses, (*retroactive), as follows:

Staff Member	Date	Event/Location	Cost	Est. r/t mileage /cost
Shari Feeny	1/22/16	Legal One – Monroe Twp., NJ	\$150.00	
*Heather Mutto	11/16/15	PARCC Math Assessments Update Gr. 3-5 / Parsippany	NA	116.4 / \$36.08
*Lisa Jacobowitz *Scott Davidson	11/16/15	PARCC Math Assessments Update Gr. 6-12 / Parsippany	NA	116.4 / \$36.08 each
*Laurie Volpe	11/10/15	PARCC Math Assessments Update Gr. 6-12 / Pennington	NA	131.4 / \$40.73
Arlene Troynousky	12/3/15	LDTC Consortium / Millstone	NA	55.8 / \$17.30
Jenn Crow	12/4/15	CIACC Training [Eating Disorders] / Neptune	NA	28.6 / \$8.87
Mike Snyder	1/22/16	Legal One – School Law / Monroe Twp.	\$150	57.8 / \$17.92
Susan Bloom Susan Stypa	12/11/15	Dr. Jean’s Active Learning Adventure / West Orange	\$220 each	99.6 / \$30.88 each
Laurie Volpe	12/15/15	Fiscal Regulations of Federal Grants / Hamilton Twp.	NA	100.6 / \$31.19
Laurie Volpe	12/4/15	MC3 Technology EdCamp / Monmouth Univ.	\$79	17.4 / \$5.39
Keith Laviola	12/4/15	NJDL Teaching Debate Wkshp, Allentown	NA	96.2 / \$29.82

b. Sustainable Schools

The Board approved the resolution for participation of Deane-Porter and Forrestdale Schools in the Sustainable Jersey for Schools Program:

Participation in the Sustainable Jersey for Schools Certification Program

Whereas - The Rumson Board of seeks to participate in Sustainable Jersey for Schools to focus attention and efforts on matters of sustainability and pursue initiatives that will lead to Sustainable Jersey for Schools Certification.

Whereas - The Rumson Board of Education and District Superintendent seek to support and work with school staff and administrators, students, and parents to ensure a safe and healthy environment for students by encouraging our school community to implement sustainable, energy-smart, eco-friendly, and cost-effective solutions.

Whereas - Extensive opportunities exist to teach students about ecological, economic and social sustainability, environmental health, and nutrition; to integrate sustainability education into classroom learning; and to support students in becoming leaders in making their schools healthier and more sustainable places.

Whereas—Many options and choices exist for schools to use resources more efficiently; to reduce, reuse, and recycle; to follow Green Building Standards for construction and major renovations; to form school partnerships; to eliminate toxic chemicals; to purchase (or produce) clean energy; and to purchase recycled paper, energy-efficient equipment and other green products to protect our global environment.

Whereas - Sustainability means using resources wisely, saving money, and reducing our impact on the environment, all of which will ensure the future health, safety, and prosperity of our children.

Whereas - The Rumson Board of Education commits to the formation of at least one Sustainability Leadership Team (also referred to as “Green Team”) based on the guidance of Sustainable Jersey for Schools. (See the “Create A Green Team” action. Your district “Green Team” can be designated from a pre-existing group within the district if desired.)

Whereas - Green Team members help schools adopt policies and practices addressing areas such as sustainability education and professional training, green purchasing, waste reduction, indoor air quality, energy-saving initiatives, and community partnerships.

Whereas - The Rumson Board of Education will encourage Green Teams at all district schools by providing networking and educational opportunities.

Therefore, it is resolved that the Rumson Board of Education agrees to participate in Sustainable Jersey for Schools, and it is the board’s intention to pursue certification for schools in the district.

We hereby appoint Dr. John Bormann to be the district’s liaison to Sustainable Jersey for Schools.

We do hereby recognize Rumson Public School(s) (Deane-Porter School and Forrestdale School) as the agent(s) to carry out our commitment to building a sustainable school district through the implementation of Sustainable Jersey for Schools actions.

16. **Finance (Consent Agenda items a-f)**

- **Report of meeting** – Mrs. Beyer reported on the meeting held on November 10, 2015.
- **The Board approved the following consent agenda items being presented for approval:**

Moved: Mr. Binns Seconded: Mrs. Swain

Roll Call: AYES: 8

a. **Bills & Claims**

The Board approved the November 2015 bills presented for payment as per the attached Bills & Claims and hand check list, plus Cafeteria Expense in the amount of **\$ 46,437.82.**

b. **Board Secretary’s Report**

The Board accepted the Board Secretary’s Report to the Board of Education for the month ending September 30, 2015 including report of amounts appropriated, expended and transferred into or out of any item of appropriation, and to note that the report has been reconciled with PANDA, LLC Reconciliation Service.

c. **Transfers**

The Board approved ratifying transfers made in the past 30 days by the Chief School Administrator within the 2015-2016 budget. See attached.

d. **Board Secretary’s Monthly Certification**

The Board accepted the Board Secretary’s Monthly Certification Budgetary Line Item Status Report: Pursuant to N.J.A.C. 6A:23-2.11(c)3, I certify that as of November 18, 2015 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11(a).

Board Secretary

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e. **Monthly Certification Budgetary Major Account Fund Status Report**

The Board accepted The Monthly Certification Budgetary Major Account Fund Status Report:

RESOLVED: that pursuant to N.J.A.C. 6A:23-2-11(c)4 the Board certifies that as of November 18, 2015 after review of the Board Secretary’s and monthly financial reports, in the minutes of the Board each month no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.11(b).

f. **Free and Reduced Lunch**

The Board approved the financial support for Lunch Program Services for student ID #1650800191 who has demonstrated financial hardship.

17. **Planning Committee**

Report of meeting – Mr. Binns reported on the meeting held on November 11, 2015

18. **Policy Committee**

- **Report of meeting – No meeting held.**
- **Motion to approve the following consent agenda item presented for approval upon the recommendation of the Superintendent:**

Moved: Mrs. Beyer Seconded: Dr. Jones

Discussion: None

Roll Call: AYES: 8

a) **2nd Reading/Adoption**

The Board approved 2nd reading and adoption of the following new and revised policies:

- P8540 School Nutrition Programs – Revised
- P8550 Outstanding Food Service Charges – New

19. **New Business**

Mr. Quinn reported the official election results. Dr. Jones, Dr. Connors and Mrs. Simons all were re-elected to the Board.

20. **Communications**

To permit the fair and orderly expression of comments we ask that the public:

- Wait to be recognized
- Preface comments with your name and address
- Direct all comments to the presiding officer
- Discuss only concerns that have been previously addressed through proper administrative channels
- Refrain from using any pupil or staff member’s name

The Board is happy to listen to all comments, but this may not be the forum for any and all questions.

21. **Closed Executive Session**

RECOMMENDATION:

The Board approved the following resolution at 8:10 p.m.

I move that the Board of Education recess to an Executive Session for consideration of issues dealing with:

- Personnel
- Negotiations – RAA Contract
- Investment of funds
- Student matters

Action may be taken on these items when the Board later returns to Public Session. Minutes of the Executive Session will be released to the public after the reasons for non disclosure no longer exist.

Motion: Dr. Jones Seconded: Mrs. MacGillis

All in Favor: AYES: 8

22. **Roll Call upon return to public session at 9:00 pm**

Mrs. Beyer	Present	Mr. Jones	Present	Mrs. O’Connor	Present
Mr. Binns	Present	Mrs. MacGillis	Present	Mrs. Simons	Present
Dr. Connors	Absent	Mrs. Melia	Present	Mrs. Swain	Present

ACTION ITEMS AFTER EXECUTIVE SESSION

23. **Personnel Committee** – Consent agenda items (a-f)

The Board approved following consent agenda items upon the recommendation of the Superintendent:

Moved: Mrs. Swain Seconded: Mrs. Simons

Discussion: None

Roll Call: AYES: 8

a. Resignation

The Board accepted, with regret, the letter of resignation from **Amy Romano**, District-Wide Assistant Principal effective December 31, 2015.

b. Interim District-Wide Vice Principal

The Board approved **Thomas Famulary** as Interim District-Wide Vice Principal at a rate of \$450 per diem for up to four (4) days per week between January 1, 2016 and January 30, 2016.

c. Job Description

The Board approved the following job descriptions:

- Supervisor Student Services
- Supervisor of Special Education
- Supervisor of Curriculum & Instruction & Assessment
- Principal

d. Appointment

Supervisor of Student Services

The Board approved the appointment of **Vera Ridoux**, Supervisor of Student Services, to begin on/or about January 16, 2016 for the remainder of the 2015-2016 school year, at a pro-rated salary of \$107,000 pending criminal history review approval.

e. RAA Contract Approval

The Board approved the RAA contract with for the school years 2015-2016; 2016-2017; 2017-2018 respectively.

f. Instructional Paraprofessional

The Board approved **Marissa Massarotti**, as F/T Instructional Paraprofessional, to begin on November 19, 2015 for the remainder of the 2015-2016 school year, at a prorated salary of Step 1 - \$14.95/hour, with benefits.

24. **Finance Committee** – Consent agenda items (a-c)

The Board approved the following consent agenda items upon the recommendation of the Superintendent and Business Administrator:

Moved: Mrs. Beyer Seconded: Mrs. MacGillis

Discussion: None

Roll Call: AYES: 8

a. Additional Depository

The Board approved the following additional depository for the 2015-2016 school year contingent upon receipt of the Political Contribution Disclosure Forms:

- First Constitution Bank, Rumson, Branch

b. Authorization to Sign Warrants

The Board approved the following signatures for district bank accounts:

1. Forrestdale Student Activities
Forrestdale principal or designee
Business Administrator
2. Deane-Porter Student Activities
Deane-Porter principal or designee

Secretary to School principal

3. Cafeteria Account (Transfer Account)
Business Administrator
Secretary to the Business Administrator
4. General Fund Account (Transfer Account)
Business Administrator
Secretary to the Business Administrator

c. Signature Cards

The Board approved the filing of new bank signature cards as needed for these actions and the replacement of the business administrator as of January 1, 2016.

25. **Adjournment**

The Board adjourned the meeting at 9:03 p.m.

All in favor: AYES: 8

Respectfully submitted,

Bruce Quinn, Interim Business Administrator/Board Secretary

Dated: November 18, 2015