



Board Meeting Minutes

Date: Wednesday, March 18, 2020
Time: 6:30 pm Regular Board Meeting
Location: Higgins Library, Forrestdale School - virtual attendance by BOE members per COVID-19

1. **Call to order**

The meeting was called to order by the Board President at _____ 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 School, Rumson Borough Hall and the Oceanic Library.

4. **Roll Call**

Virtual attendance by the BOE members per COVID 19

Mrs. Beyer	Present	Mrs. D'Uva	Present	Dr. Jones	Present
Mr. Caldwell	Present	Mrs. Ginsberg	Present	Mrs. Markiewicz	Present
Dr. Connors	Present	Mrs. Izzo	Present	Mrs. Swain	Present

Also present in the Media Center: Dr. John E. Bormann, Superintendent; Ms. Debra Allen, SBA/BS; Dr. Chuck Jones

5. **Welcome Visitors**

6. **Communications**

To permit the fair and orderly expression of comments, on agenda items, 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.

7. **Correspondence** - None

8. **Approval of Minutes**

RECOMMENDATION

Approved the following minutes:

February 26, 2020 Regular & Executive session meeting minutes

Moved: Mrs. Swain **Seconded:** Mrs. Beyer

All in Favor: AYES: 9

9. Report of Superintendent

The Superintendent reported on the following activities and events:

- **School Suspensions for the period of 2/25/20 - 3/17/20**

Deane-Porter	Forrestdale	District
0	4	4

- **Enrollment - as of March 18, 2020**

Deane-Porter	Forrestdale	District
407	598	1,005

- **HIB REPORT PRESENTATION**

Presented the Harassment, Intimidation & Bullying (HIB) report for Feb. 25, 2020 to March 17, 2020

Incidents	Forrestdale	Deane-Porter	District	Incident #
# of HIB Investigations	0	0	0	NA
# of HIB Incidents determined	0	0	0	NA

Approved the following consent agenda items (a-b) to be approved upon the recommendation of the Superintendent:

Moved: Mrs. Swain Seconded: Mrs. D’Uva

Roll Call: AYES: 9

- a. **HIB REPORT APPROVAL**

Approved the Harassment, Intimidation & Bullying (HIB) report for Jan. 23, 2020 - Feb. 25, 2020

Incidents	Forrestdale	Deane-Porter	District	Incident #
# of HIB Investigations	5	0	5	FD19-20-07 FD19-20-08 FD19-29-09 FD19-20-10 FD19-20-11
# of HIB Incidents determined	1	0	1	FD19-20-11

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

Accepted the Safety and Security Report for February 2020

School	Type of Drill	Occupants Involved	Date and Time
FD	Fire Drill	All Staff & Students	3/03/2020 @ 9:00 am
DP	Fire Drill	All Staff & Students	3/03/2020 @ 9:20 am
DP & FD	External Lockdown Drill	All afterschool staff & students	3/10/20 @ 3:20 pm

10. Education Committee

- **Report of Meeting - Mrs. Beyer and Dr. Bormann reported on the meeting held on 3/11/2020.**
- **Approved the following consent agenda items (a-c) upon the recommendation of the Superintendent:**

Moved: Mrs. Markiewicz **Seconded:** Dr. Connors

Roll Call Vote: AYES: 9

a. **Assessment**

1. Approved the following revised Spring benchmark dates for the 2019-2020 school year:
 - a) Achieve3000: Week of May 11-15, 2020
 - b) Math Inventory (MI) and Reading Inventory (RI): Week of May 18-22, 2020
2. Approved the following dates for the 2020 NJSLA Paper-based assessments:
 - a) Science: April 20-21, 2020
 - b) Math: April 27-28, 2020
 - c) ELA: April 29, 30 and May 1, 2020

b. **Outside Evaluations**

1. Approved using the services of **Dr. Christine Tintorer of Beech Tree** to conduct a Psychiatric evaluation, at the rate of \$450 for student ID # 222663.
2. Approved using the services of **Dr. Greco** to conduct a Neuropsychological evaluation, at the rate of \$2,400 for student ID # 242805.
3. Approved using the services of **Ellen Hansen of Summit Speech School**, an Educational Audiologist for on-site training, at the rate of \$200 per hour for 2 hours, plus travel expenses of \$20 for a total of \$420 for student ID # 243319.

c. **Homebound Instruction**

Approved **Monmouth Ocean Educational Services Commission (MOESC)** to provide Homebound Instruction for student ID # 242805, at the rate of \$75 per hour for up to 10 hours per week, starting on/or about 2/20/2020 for a time to be determined.

11. Personnel Committee

- **Report of Meeting - No meeting held.**
- **Approved the following consent agenda items (a - d) upon the recommendation of the Superintendent:**

Moved: Mrs. Swain **Seconded:** Mrs. Beyer

Roll Call Vote: AYES: 9

a. **Retirement**

Accepted with regret the retirement notice from **Arlene Troynousky**, LDTC/Social Worker effective June 30, 2020.

b. **Appointment**

Resolved to appoint **Denise McCarthy** to the following positions for the District effective on or about March 23, 2020:

Qualified Purchasing Agent
District Public Agency Compliance Officer
Safety and Health Designee
PEOSHA Officer
Custodian of Government Records
Signatory on All District Bank Accounts requiring SBA

c. **Family Medical Leave Request**

Approved FMLA request from **Denise Walker** effective March 2, 2020 through March 13, 2020, and intermittently through June 30, 2020.

d. Additional Compensation

Approved the following additional compensation: (*retroactive)

Staff Member	Event/Location	Date / Hours	Amount Paid
Bridget Albrizio	Drama Club Facilitator	December-March March-June	\$706.66
Robin Gorden Tricia Zifchak	Additional home girls Bball Game - for playoffs	RG Feb. 21 3:30 - 5:30 TZ Feb 21 - 4-5:30 pm	RG Up to 2 hrs @ \$50.33/hr= \$100.66 TZ Up to 1.5 hrs @ \$50.33/hr = \$75.50

12. Finance and Facilities Committee

- **Report of Meeting**

- **Approved the following consent agenda items (a -l) upon the recommendation of the Superintendent:**

Moved: Mrs. Swain **Seconded:** Mrs. Beyer

Roll Call Vote: AYES: 9

a. Bills & Claims

Approved the March 2020 bills presented for payment as per the attached Bills & Claims and hand check list.

Fund 11	\$ 97,584.23
Fund 20	\$ 51,877.57
Fund 30	\$ 74,712.00
Fund 60	\$ 53,513.09
<u>Fund 61</u>	<u>\$ 48.00</u>
Total	\$777,734.89

b. Board Secretary’s Report

Accepted the Board Secretary’s Report to the Board of Education for the month ending Feb. 29, 2020 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

Approved the Board to ratify transfers made in the past 30 days by the Chief School Administrator within the 2019-2020 budget.

d. Board Secretary’s Monthly Certification

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 March 18, 2020 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

Date

e. Monthly Certification Budgetary Major Account Fund Status Report

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 March 18, 2020 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. Facility Use

Approved the following facility use:

Organization	Event/Activity	Date / Time	Facility Used
Rumson Rec Kevin Delia	Baseball/Softball/ Soccer/Lacrosse	Mon-Fri /5:30-7:00pm Sat: 8am-5pm Sun: 12pm - 6pm	FD Grounds

g. Travel and Related Expenses

Name	Date	Event / Location
Tara D’Uva Stacy Izzo	4/28/2020	CANCELLED

h. Construction Manager

Accepted proposal for Construction Management Services for the 2019 Referendum for District Wide Capital Projects received from **Greyhawk Construction** at a cost **\$315,120**.

i. Hunter Technologies

Resolved to award contract to Hunter Technologies (NJ State Contract A80802) for IP Office System Extreme Network and 911 Inform Security Management and Notification System at a cost of \$236,591.45.

j. Adoption and Submission of the Tentative Budget 2020-2021

At the Regular Board Meeting held on March 18, 2020 the Rumson Board of Education approved the following Resolution:

Travel and Related Expense Reimbursement

WHEREAS, the Rumson Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.2 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel as defined in NJAC 6A:23A-1.2, which includes attendance at regularly scheduled in-State county meetings, Department or Association sponsored events or in-State professional development activities for which the registration fee does not exceed \$150.00 per employee or board member, where prior Board approval shall not be required unless the annual threshold for a staff member exceeds \$1,500 in a given school year (July 1 through June 30); and

WHEREAS, the Rumson Board of Education established \$75,000 as the maximum travel amount for the current school year and has expended \$19,925.10 as of this date; now

THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A: 23A-7.3, to a maximum expenditure of \$75,000 for all staff and board members for the 2020-2021 school year.

**Capital Reserve Withdrawal
Deane-Porter Pond Project/Acquisition of Real Property**

RESOLVED that the Rumson Board of Education requests the approval a capital reserve withdrawal in the amount of \$1,255,000. The district intends to utilize these funds for the renovation of the Deane-Porter Pond and the Acquisition of Real Property adjacent to the Forrestdale School.

**Emergency Reserve Withdrawal
Security District Wide**

RESOLVED that the Rumson Board of Education requests the approval of an emergency reserve withdrawal in the amount of \$50,000. The district intends to utilize these funds to cover the cost of Class III security coverage by the Rumson Police Department.

**Adoption of Tentative Budget
2020-2021**

BE IT RESOLVED that the tentative budget be approved for the 2020-2021 School Year using the 2020-2021 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<u>General Fund</u>	<u>Special Revenues</u>	<u>Debt Service</u>	<u>Total</u>
2020-2021 Total Expenditures	\$20,069,148	\$519,905	\$1,330,300	\$21,919,353
Less Anticipated Revenues	<u>3,256,265</u>	<u>519,905</u>	<u>40,059</u>	<u>\$ 3,816,229</u>
Taxes to be Raised	\$16,812,883	\$-0-	\$1,290,241	\$18,103,124

And to advertise said tentative budget in the Asbury Park Press in accordance with the form required by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held in the Higgins Library of the Forrestdale School, Rumson New Jersey on April 29, 2020 at 7:30 pm for the purpose of conducting a public hearing on the budget for the 2020-2021 School Year.

The regular monthly meeting of the Rumson Board of Education to be held on March 18, 2020 is being rescheduled for an earlier opening at 6:30 PM in the Higgins Library of the Forrestdale School, Rumson New Jersey. District representative(s) will be present and Board Members will be in virtual attendance.

k. Stale Dated Checks

To approve canceling stale dated checks as listed:

TD Bank - GF		
Date	Check #	Amount
1/25/2018	4143	\$ 231.50
3/22/2018	4406	\$ 370.00
4/26/2018	4454	\$ 5,400.00
6/30/2019	5838	\$ 500.00
6/30/2019	5970	\$ 40.00
7/31/2019	5903	\$ 403.00
8/31/2019	6018	\$ 29.24
		\$ 6,973.74

l. ESS Northeast, LLC Agreement

Approved the addendum to the agreement between the Rumson Board of Education and ESS Northeast, LLC for the services of Substitute Teachers and Staff, effective March 1, 2020.

13. Planning Committee

- **Report of Meeting - No meeting held**

14. Policy Committee

- **Report of Meeting - Mrs. Ginsberg reported on the meeting held on 3/11/2020.**
- **Approved the following consent agenda item (a-c) upon the recommendation of the Superintendent:**

Moved: Mrs. Swian Seconded: Mrs. Markiewicz

Roll Call Vote: AYES: 9

a. Policy Waiver

Resolved, to waive the 2nd reading of the following policies and regulations:

- P&R 2412 - Home Instruction Due to Health Condition
- P&R 8451 Control of Communicable Disease

b. First Reading, Second Reading & Adoption

Approved the first reading, second reading and adoption of the following revised policies & regulations:

- P&R 2412 - Home Instruction Due to Health Condition
- P&R 8451 Control of Communicable Disease

c. Second Reading & Adoption

Approved the second reading and adoption of the following new or revised policies & regulations:

- Policy 2363 - Pupil Use of Privately-Owned Technology
- Policy 5350 - Student Suicide Prevention
- Reg. 5350 - Student Suicide

15. New Business

- **NJSBA Delegate report**
- **PTO Liaison report**
- **REF Liaison report**

16. 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.

17. Executive Session - NONE

18. Adjournment

Motion to adjourn the meeting at 7:33 p.m.

Moved: Mrs. Swain Seconded: Mr. Caldwell

All in Favor: AYES: 9

Respectfully submitted by,

Debra Allen, SBA/BS

March 18, 2020