

RIVERDALE BOARD OF EDUCATION  
RIVERDALE, NEW JERSEY

**October 21, 2015**

7:30 p.m.

**MINUTES FOR PUBLIC BUSINESS MEETING**

Board President, **Mr. Charles Sheridan**, called the Public Business Meeting of the Board of Education of the Borough of Riverdale to order on **October 21, 2015**. The meeting was opened at 7:35 p.m. with a flag salute.

**Mrs. Molinet** then took the roll call.

**ROLL CALL:**

**Present:** June Carelli, Michael Bohan, Michael Kheyfets, Andrew Oliveri, Jessica Rentas, Kelly Norris and Charles Sheridan

**Absent:** None

**Also Present:** Mrs. Vicki Pede, Superintendent Mrs. Estrella Molinet, Business Administrator/Board Secretary

**Mr. Sheridan, Board President, made the required announcement regarding notification of this meeting to the public.**

**Recognition of visitors:** There were six (6) members of the public in attendance for the meeting.

**ORAL COMMUNICATION ON AGENDA ITEMS – THIRTY MINUTES**

**Mr. Sal Urbano gave a presentation to update our website:**

- Virtual Towns and Schools works with schools and municipalities to provide websites. They also provide related sites for fire departments and police departments
- Every website is designed based on the particular needs of the client
- Also provides a mobile friendly sight and responsive design
- We would be the first school in NJ to use them
- The Riverdale Borough website went live last week
- Upfront design cost can be spread over three years
- There is an annual hosting cost, unlimited support, and upgrades available.
- Questions were asked about uploading videos: We would need an encoder, to upload pictures, and scrolling and streaming features.

**I. ACTION ITEMS – APPROVAL OF THE FOLLOWING ROUTINE MATTERS:**

**I. ROUTINE ITEMS**

**Motion by Ms. Norris, seconded by Mr. Oliveri to approve A**

**Discussion: None**

**A.** Approval of meeting minutes as follows:

Public Business/Action Meeting	September 23, 2015
Private Executive Meeting	September 23, 2015
Workshop/Action Meeting	October 7, 2015
Private Executive Meeting	October 7 2015

**Yes: 7**

**No: 0**

**Abstain: 0**

**FINANCE**

**Motion by Mr. Kheyfets, seconded by Mr. Oliveri to approve B**

**Discussion:** Updated the total amount to reflect the correct amount for October to \$138,876.75

- B. It is recommended by the Superintendent of Schools that the Board of Education approve the payroll for the second half of the month of **September, 2015** in the amount \$144,541.31 and the first half month of **October, 2015** in the amount \$138,876.75.

**Yes: 7                      No: 0                      Abstain: 0**

**Motion by Mr. Kheyfets, seconded by Mr. Oliveri to approve C**

**Discussion:** None

- C. It is recommended by the Superintendent of Schools that the Board of Education approve the bills list dated **October 21, 2015** warrants #14082 through #14157 in the amount of \$372,129.18.

**Yes: 7                      No: 0                      Abstain: 0**

**Motion by Mr. Kheyfets, seconded by Mr. Oliveri to approve D**

**Discussion:** None

- D. It is recommended by the Superintendent of Schools that the Board of Education approve the wire transfer to the **State of New Jersey, Division of Pensions and Benefits**, for health and prescription plan premiums for the month of:

**October:      \$68,809.93**

**Yes: 7                      No: 0                      Abstain: 0**

**Motion by Mr. Kheyfets, seconded by Mr. Oliveri to approve E**

**Discussion:** None

- E. It is recommended by the Superintendent of Schools that the Board of Education approve hand check registers as follows:

Check #	Date	Amount
1193	October 20, 2015	\$200

**Yes: 7                      No: 0                      Abstain: 0**

**F.      APPROVED 10/07/15**

**G.      APPROVED 10/07/15**

**Motion by Mr. Kheyfets, seconded by Mr. Oliveri to approve H**

**Discussion:** None

- H. It is recommended by the Superintendent of Schools that the Board of Education approve the Board Secretary's and Treasurer's Reports for the month ended September 30, 2015, as per the attached, pursuant to N.J.A.C. 6:20-2.12, the Riverdale Board of Education acknowledges receipt of the secretary's certification, and after review on the monthly financial report, certifies that, to the best of knowledge, as of September 30, 2015 no major account has been over expended in violation of N.J.A.C. 6:20-2.12, and

that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

General Fund – Fund 10	\$ 1,823,394.40
Special Revenue – Fund 20	\$ (1,886.40)
Capital Projects – Fund 30	\$ 0.00
Debt Service - Fund 40	\$ 0.00
<b>Subtotal</b>	<b>\$ 1,821,508.00</b>
Capital Reserve Acct – 10 - 116	\$ 497,588.77
Maintenance Reserve Acct - 10 - 117	\$ 400,062.78
<b>Total Governmental Funds</b>	<b>\$ 2,719,159.55</b>

Yes: 7

No: 0

Abstain: 0

**Motion by Mr. Kheyfets, seconded by Mr. Oliveri to approve I**

**Discussion: None**

- I. It is recommended by the Superintendent of Schools that the Board of Education approve the attached line item transfers for September 2015:

Account #	Description	Amount	Reason
<b>TO</b>			
11-000-219-104-00-000-00	Sal-CST	2,289.00	Reallocation
11-000-219-105-01-000-00	CST Sec'y Subs	813.23	Reallocation
11-000-219-610-00-000-00	Supplies CST	361.75	Reallocation
11-000-230-331-00-000-00	Legal Fees	4,000.00	Reallocation
11-000-230-890-02-000-00	Misc Exp Supt	530.00	Reallocation
11-000-252-100-00-000-00	Admin Info Tech Sal	1,575.00	Reallocation
11-120-100-106-00-000-00	Gr 1-5 Teacher's Aide	1,598.56	Reallocation
11-190-100-610-23-000-00	Supplies Health	121.11	Reallocation
11-190-100-610-44-000-00	Supplies - Comp Lit	2,295.00	Reallocation
11-204-100-110-00-000-00	Hourly Summer Inst	285.40	Reallocation
		13,869.05	
<b>FROM</b>			
11-000-219-105-00-000-00	Sal CST Secy	(3,463.98)	Reallocation
11-000-240-103-00-000-00	Sal Principal	(2,000.00)	Reallocation
11-000-230-530-00-000-00	Communications/Postage	(1,000.00)	Reallocation
11-000-230-585-00-000-00	BOE Travel & Expense	(1,000.00)	Reallocation
11-000-230-890-04-000-00	Election Expense	(530.00)	Reallocation
11-000-251-440-00-000-00	Rental	(1,575.00)	Reallocation
11-120-100-101-00-000-00	Sal Gr 1-5 Teacher's	(1,598.56)	Reallocation

11-190-100-610-10-000-00	Supplies General	(121.11)	Reallocation
11-190-100-640-00-000-00	Textbooks - new	(2,295.00)	Reallocation
11-213-100-610-00-000-00	Supplies - Resource Rm	(285.40)	Reallocation
		(13,869.05)	

**Yes: 7                      No: 0                      Abstain: 0**

**Motion by Mr. Kheyfets, seconded by Mr. Oliveri to approve J**

**Discussion: None**

- J. WHEREAS**, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and  
**WHEREAS**, the required maintenance activities as listed in the attached document for the school facility of Riverdale Public School are consistent with these requirements, and  
**WHEREAS**, all past and planned activities are reasonable to keep the school facility open and safe for use or in their original condition and to keep their system warranties valid,  
**NOW THEREFORE BE IT RESOLVED**, that the Riverdale Board of Education hereby authorizes the School Business Administrator to submit the attached **Three Year Comprehensive Maintenance Plan 2014-2017** and **Form M-1 Annual Maintenance Budget Worksheet**, per N.J.A.C. 6A:26A, for Riverdale Public School in compliance with the Department of Education requirements.

**Yes: 7                      No: 0                      Abstain: 0**

**COMMITTEE REPORTS**

Committees	Chairperson	Reports
Finance	Charlie Sheridan	Are meeting after the BOE Meeting
Policy	Jessica Rentas	No Report
Education	Andrew Oliveri	No Report
Personnel	June Carelli	Met with three candidates for the BA/BS position. They are seeking other candidates for the open aide position.
Negotiations	Kelly Norris	Received the timeline from the staff.
Buildings and Grounds	Mike Kheyfets	Went over the committee list
Transportation	Michael Bohan	No Report
Pompton Lakes/ P.L. Negotiations	Kelly Norris	No Report

## II. APPROVAL OF THE FOLLOWING NEW BUSINESS ITEMS:

### FINANCE

**Motion by Mr. Kheyfets, seconded by Mr. Oliveri to approve F1**

**Discussion: None**

**F1.** It is recommended by the Superintendent of Schools that the Board of Education approve the submission of the NCLB final report for the 2014-2015 school year.

**Yes: 7                      No: 0                      Abstain: 0**

**Motion by Mr. Kheyfets, seconded by Mr. Oliveri to approve F2**

**Discussion: None**

**F2.** It is recommended by the Superintendent of Schools that the Board of Education approve the submission of the IDEA final report for the 2014-2015 school year.

**Yes: 7                      No: 0                      Abstain: 0**

### POLICY

**Motion by Mrs. Rentas, seconded by Mr. Oliveri to approve L1**

**Discussion: None**

**L1.** It is recommended by the Superintendent of Schools that the Board of Education accept the **HIB Report** from the Superintendent for the month of **September**, 2015.

**Yes: 7                      No: 0                      Abstain: 0**

HIB Report Synopsis	
0	investigation
0	confirmed

**L2. APPROVED 10/07/15**

**Motion by Mrs. Rentas, seconded by Mr. Oliveri to approve L3**

**Discussion: None**

**L3.** It is recommended by the Superintendent of Schools that the Board of Education approve the *Second and final reading* of the following revised Policies and Regulations:

Policy Number	Regulation Number	Policy/Regulation Name
8505		Wellness Policy/Nutrient Standards for Meals and other Foods
7440		Security of School Premises
4433		Vacations

**Yes: 7                      No: 0                      Abstain: 0**

**Motion by Mrs. Rentas, seconded by Mr. Oliveri to approve L4**

**Discussion: None**

**L4.** It is recommended by the Superintendent of Schools that the Board of Education affirms the completed **NJQSAC Statement of Assurance** for the 2015-2016 school year and approve its submission to the NJ Department of Education.

**Yes: 7                      No: 0                      Abstain: 0**

**EDUCATION**

**E1. APPROVED 10/07/15**

**E2. APPROVED 10/07/15**

**E3. APPROVED 10/07/15**

**E4. APPROVED 10/07/15**

**E5. APPROVED 10/07/15**

**E6. APPROVED 10/07/15**

**Motion by Mr. Oliveri, seconded by Mrs. Carelli to approve E7**

**Discussion: None**

**E7.** It is recommended by the Superintendent of Schools that the Board of Education approve the following list of special school celebrations: Halloween, Winter Holiday, Valentine's Day, Honor Roll Recognition, Middle School Dances, Eighth (8<sup>th</sup>) Grade Graduation, National Junior Honor Society Induction, Seventh (7<sup>th</sup>) Grade Holiday Traditions, and Eighth (8<sup>th</sup>) Grade Special Unit.

**Yes: 7                      No: 0                      Abstain: 0**

**Motion by Mr. Oliveri, seconded by Mrs. Carelli to approve E8**

**Discussion: None**

**E8.** It is recommended by the Superintendent of Schools that the Board of Education approve reimbursement and expenses, previously approved by the Superintendent for the following staff training, workshops, conventions, conferences and/or seminars as they are directly related to and within the scope of participant's duties and are critical to the instructional needs of the district and/or further the efficient operation of the district. The travel and expenses are within state travel guidelines established by the Department of Treasury and are justified.

Date	Participant	Workshop	Location	Workshop Fee*	Housing
10/27/15	Caitlin McAloon	School Avoidance & Coordinated Intervention	Wayne, NJ	\$0	N/A
10/27/15	Stacy DeLorenzo	School Avoidance & Coordinated Intervention	Wayne, NJ	\$0	N/A
10/30/15	Linda Maher	Challenging Behaviors	Kinnelon, NJ	\$0	N/A
10/16/15	Diane Tomkins	NJECC Meeting	Montclair, NJ	\$0	N/A
10/30/15	Daniel Denude	Indoor Air Quality and Training	Morris, NJ	\$0	N/A
*PLUS MILEAGE AND TOLLS IF APPLICABLE					

**Yes: 7                      No: 0                      Abstain: 0**

**Motion by Mr. Oliveri, seconded by Mrs. Carelli to approve E9**

**Discussion: None**

**E9.** It is recommended by the Superintendent of Schools that the Board of Education

approve the Nursing Services Plan for the 2015-2016 School Year.

**Yes: 7                      No: 0                      Abstain: 0**

**PERSONNEL**

**P1.        APPROVED 10/07/15**

**P2.        APPROVED 10/07/15**

**P3.        APPROVED 10/07/15**

**P4.        APPROVED 10/07/15**

**P5.        APPROVED 10/07/15**

**P6.        APPROVED 10/07/15**

**P7.        APPROVED 10/07/15**

**Motion by Mrs. Carelli, seconded by Mr. Oliveri to approve P8**

**Discussion: None**

**P8.**        It is recommended by the Superintendent of Schools that the Board of Education approve the following volunteers for school events throughout the 2015-2016 school year:

NAMES		NAMES	
June Carelli	Yes: 6 No: 0 Abstain:1: Carelli	Nikki Pricken	Yes: 7 No: 0 Abstain:0
Tina Bell	Yes: 7 No: 0 Abstain:0	Kelly Norris	Yes: 7 No: 0 Abstain:1 Norris
Theresa Testino	Yes: 7 No: 0 Abstain:0	Kerry Mansoor	Yes: 7 No: 0 Abstain:0
Michele Senyk	Yes: 7 No: 0 Abstain:0	Wendy Hanna	Yes: 7 No: 0 Abstain:0
Denise Graf	Yes: 7 No: 0 Abstain:0	Chris Hanna	Yes: 7 No: 0 Abstain:0
Marie Oswald	Yes: 7 No: 0 Abstain:0	Cheryl Pollison	Yes: 7 No: 0 Abstain:0
Ann Marie Nadiroglu	Yes: 7 No: 0 Abstain:0	Barbara Messina	Yes: 7 No: 0 Abstain:0
Anne Gould	Yes: 7 No: 0 Abstain:0	Danielle Joseph	Yes: 7 No: 0 Abstain:0
Yara Stern	Yes: 7 No: 0 Abstain:0	Anthony Rentas	Yes: 6 No: 0 Abstain:1 Rentas
Sue Cirillo	Yes: 7 No: 0 Abstain:0	Sue Nicoll	Yes: 7 No: 0 Abstain:0
Kyna Wentink	Yes: 7 No: 0 Abstain:0	Ivette Fox	Yes: 7 No: 0 Abstain:0
Kim Soto	Yes: 7 No: 0 Abstain:0	Brendan Lynch	Yes: 7 No: 0 Abstain:0
Kim Rosa Benway	Yes: 7 No: 0 Abstain:0	Christina Scannelli	Yes: 7 No: 0 Abstain:0
Stephanie Nakashian	Yes: 7 No: 0 Abstain:0	Jayne Tanis	Yes: 7 No: 0 Abstain:0
Melanie Marino	Yes: 7 No: 0 Abstain:0	Arlene Dampman	Yes: 7 No: 0 Abstain:0
Melissa Bohan	Yes: 6 No: 0 Abstain:1 Bohan	Joseph Soto	Yes: 7 No: 0 Abstain:0
Lisa Ferrara	Yes: 7 No: 0 Abstain:0	Kathy O'Reilly	Yes: 7 No: 0 Abstain:0
Valerie Giardia	Yes: 7 No: 0 Abstain:0	Amber Regeling	Yes: 7 No: 0 Abstain:0
Laura Errera	Yes: 7 No: 0 Abstain:0	Kerri Mansoor	Yes: 7 No: 0 Abstain:0
Laurie Silverman	Yes: 7 No: 0 Abstain:0	Roxanne Lewis	Yes: 7 No: 0 Abstain:0
Tricia Davis	Yes: 7 No: 0 Abstain:0	John Prezioso	Yes: 7 No: 0 Abstain:0
Danielle Kaszner	Yes: 7 No: 0 Abstain:0	Matt Oswald	Yes: 7 No: 0 Abstain:0
Gena Ford	Yes: 7 No: 0 Abstain:0	Gina Petry	Yes: 7 No: 0 Abstain:0
Alexis Stone	Yes: 7 No: 0 Abstain:0	Lauren McMahon	Yes: 7 No: 0 Abstain:0

**Motion by Mrs. Carelli, seconded by Mr. Oliveri to approve P9**

**Discussion: None**

**P9.** It is recommended by the Superintendent of Schools that the Board of Education approve the award of a contract to **Judith Lombard** as a certified, non-tenured part-time aide, without benefits, effective October 19, 2015 through June 30, 2016 at a rate of \$13.00 per hour for time actually worked, not to exceed 28 hours 20 minutes per week, pending receipt of a favorable criminal history review.

**Yes: 7                      No: 0                      Abstain: 0**

**Motion by Mrs. Carelli, seconded by Mr. Oliveri to approve P10.**

**Discussion: None**

**P10.** It is recommended by the Superintendent of Schools that the Board of Education approve the addition of the following to the **2015-2016 Substitute List**, pending receipt of a favorable criminal history review:

Name	Substitute
Wendy Jacovelli	Teacher
Elizabeth Dar	Teacher
Thomas Sweeney @ \$9.00	Custodian

**Yes: 6                      No: 0                      Abstain: 1 Mrs. Rentas**

**Motion by Mrs. Carelli, seconded by Mr. Oliveri to approve P11**

**Discussion: None**

**P11.** It is recommended by the Superintendent of Schools that the Board of Education approve rescinding Resolutions P4 & P5 approved October 7, 2015.

**Yes: 7                      No: 0                      Abstain: 0**

**Motion by Mrs. Carelli, seconded by Mr. Oliveri to approve P12**

**Discussion: None**

**P12.** It is recommended by the Superintendent of Schools that the Board of Education approve **Agnes Joyce** as home instructor not to exceed five (5) hours per week, at \$40.00 per hour, effective October 21, 2015.

**Yes: 7                      No: 0                      Abstain: 0**

**Motion by Mrs. Carelli, seconded by Mr. Oliveri to approve P13**

**Discussion: None**

**P13.** It is recommended by the Superintendent of Schools that the Board of Education approve **Jessica Palombi** as home instructor not to exceed five (5) hours per week, at \$45.00 per hour, effective October 21, 2015.

**Yes: 7                      No: 0                      Abstain: 0**

**TRANSPORTATION**

**T1.        APPROVED 10/07/15**

**III.       NON-ACTION ITEMS:**



A. Letters and Communications

**Mr. Charles Sheridan**

- **Mr. Sheridan received a letter from the Morris County Department of Education confirming the four Merit Goals for the 2015-2016 School years for the Superintendent. This includes two qualitative and two quantitative goals.**

B. Superintendent's Report

**Mrs. Vicki Pede**

- **There have been 3 (three) HIB Allegations so far this month. One (1) confirmed and two unconfirmed**
- **Book inclusion conference begins on 11/9/15 and runs until 11/11/15**
- **Mrs. Pede and Ms. Nickalls attended AESOP Webinar and set the target date for the rollout of 12/1/15.**
- **SEPAC meeting was held on 10/20/15**
- **School Planning Team Met 10/14/15**

Enrollment as of October 16, 2015:

PreK-8:		<b>342</b>
HS:	Tuition -	<b>113</b>
Option III:		<b>0</b>
Academy:		<b>4</b>
Vo-Tech:		<b>8</b>
Out of District:		<b>13</b>
Charter		<b>0</b>
Home Instruction		<b>0</b>
School Choice		<b>2</b>

C. Business Administrator's Report

**Mrs. Estrella Molinet**

- **2014-2015 Audit was completed this week**
- **CMP-M1 is ready for submittal**
- **NJSBA Convention is coming up on October 27<sup>th</sup> -29<sup>th</sup>.**

D. Information and Questions from Board Members

- Ms. Norris stated a goal is to be Board Certified:
- Policy Wellness Check
- Board Evaluations need to be completed
- PARCC scores are released mid-November
- Mr. Sheridan commented on Fright Night

E. Oral Communication

- Kim Soto: The end of year party was missing from the resolution
- Ann Gould: Last Rec meeting, tree lighting and music will be in front of the school and will head to the rec building for hot chocolate
- Lauren McMahon asked why we received report cards after conferences. Prefer to receive them before so questions can be answered at the conference

**IV. FUTURE MEETINGS AND IMPORTANT DATES:**

<b>October 27, 28, 29, 2015</b>	<b>BOE Convention in Atlantic City, NJ</b>	<b>All Day</b>
<b>November 4, 2015</b>	<b>Workshop/Action Meeting</b>	<b>7:30 p.m.</b>

November 18, 2015	Public Business Meeting	7:30 p.m.
December 2, 2015	Workshop/Action Meeting	7:30 p.m.
December 16, 2015	Public Business Meeting	7:30 p.m.

**V. EXECUTIVE SESSION:**

**WHEREAS**, Chapter 231, P.L. 1975, also known as the Open Public Meetings Act, authorized a public body to meet in executive or private session under certain limited circumstances, and

**WHEREAS**, said law requires the board to adopt a resolution at a public meeting before it can meet in such an executive or private session,

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BOROUGH OF RIVERDALE THAT:**

1. It does hereby determine that it is necessary to meet in Executive Session prior to adjournment of this meeting to discuss legal and personnel issues.
2. The matter discussed will be made public when confidentiality is no longer required.

**Motion by Mr. Sheridan, seconded by Ms. Norris to approve adjournment from the Public Business Meeting at 8:45 p.m. into executive session.**

**The Board reconvened at 10:05 p.m. to Public Session.**

**The Public Business Meeting was adjourned at 10:05 p.m.**

Respectfully Submitted,



Estrella M. Molinet

**Business Administrator/Board Secretary**

**VI. ADJOURNMENT**