

RIVERDALE BOARD OF EDUCATION
RIVERDALE, NEW JERSEY

November 4, 2015

6:00 p.m.

MINUTES FOR WORKSHOP/ACTION MEETING

Board President, **Mr. Charles Sheridan**, called the Workshop/Action Meeting of the Board of Education of the Borough of Riverdale to order on **November 4, 2015**. The meeting was opened at 6:05 p.m. with a flag salute.

Mrs. Molinet then took the roll call.

ROLL CALL:

Present: June Carelli, Michael Kheifets (6:15), Andrew Oliveri, Jessica Rentas, Kelly Norris, Charles Sheridan, and Michael Bohan (6:15)

Absent: None

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

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

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 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 Mr. Oliveri to approve adjournment from the Public Business Meeting at 6:05 p.m. into executive session

The Board reconvened at 7:35 p.m. to Public Session

Recognition of visitors: There were five (5) members of the public in attendance for the meeting.

ORAL COMMUNICATION ON AGENDA ITEMS – THIRTY MINUTES

When recognized by the President, please state your name and address prior to commenting on an agenda item.

All meetings at which the Board transacts official business must be public (18A:10-6). As stated in Board Policy: "Meetings of the Board are conducted for the purpose of carrying on the business of the school, and therefore, are not public meetings, but meetings held in public."

Therefore, once oral communication is closed by the President, no other questions or comments will be permitted until the "Oral Communication" portion at the end of the agenda. At that time, questions do not have to be confined to agenda items.

I. ROUTINE ITEMS

Motion by Ms. Norris, seconded by Mrs. Carelli to approve A

Discussion: None

A. Approval of meeting minutes as follows:

Workshop/Action Meeting	October 21, 2015
Private Executive Meeting	October 21, 2015

Yes: 7 No: 0 Abstain: 0

FINANCE

Ms. Norris introduced B which will be voted on during the Public Business Meeting held on November 18, 2015

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 **October, 2015** in the amount of \$_____ and the first half month of **November, 2015** in the amount of \$_____

Ms. Norris introduced C which will be voted on during the Public Business Meeting held on November 18, 2015

C. It is recommended by the Superintendent of Schools that the Board of Education approve the bills list dated **November 15, 2015** warrants #____ through #____ in the amount of \$_____.

Ms. Norris introduced D which will be voted on during the Public Business Meeting held on November 18, 2015

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

Check #	Date	Amount

Ms. Norris introduced E which will be voted on during the Public Business Meeting held on November 18, 2015

- E. 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:

November: \$ _____

Ms. Norris introduced F which will be voted on during the Public Business Meeting held on November 18, 2015

- F. 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 **October 31, 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 **October 31, 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.

Ms. Norris introduced G which will be voted on during the Public Business Meeting held on November 18, 2015

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

COMMITTEE REPORTS

Committees	Chairperson	Reports
Finance	Charlie Sheridan	Meeting 11/18
Policy	Jessica Rentas	No Report
Education	Andrew Oliveri	December meeting is set for 6:45 before the BOE meeting
Personnel	June Carelli	No Report

Negotiations	Kelly Norris	No Report
Buildings and Grounds	Mike Kheyfets	Meeting to discuss open items
Transportation	Michael Bohan	No Report
Pompton Lakes/ P.L. Negotiations	Kelly Norris	P.L. Board Elections were last night

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 contract with **Virtual Towns and Schools** to design a new school website at a cost of \$6,000 less 20% discount for a total cost of \$4,800 to design, develop and train staff payable over three years, and the annual cost \$1,995 for secure posting, user support, maintenance, hosting and upgrades.

Yes: 7 No: 0 Abstain: 0

POLICY

Mrs. Rentas introduced L1 which will be voted on during the Public Business Meeting held on November 18, 2015

- 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 **October**, 2015.

HIB Report Synopsis
3 investigation
1 confirmed

EDUCATION

Mr. Oliveri introduced E1 which will be voted on during the Public Business Meeting held on November 18, 2015

- E1.** 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
12/2/15	Toma Dedio	Affordable Care Act	Rockaway	\$50	N/A
				\$0	N/A
*PLUS MILEAGE AND TOLLS IF APPLICABLE					

Motion by Mr. Oliveri, seconded by Mrs. Rentas to approve E2.

Discussion: None

E2. It is recommended by the Superintendent of Schools that the Board of Education approve **Christina Kozlowski** to conduct an Occupational Therapy evaluation for Student #13059639, at the contractual rate.

Yes: 7 No: 0 Abstain: 0

Mr. Oliveri introduced E3 which will be voted on during the Public Business Meeting held on November 18, 2015

E3. It is recommended by the Superintendent of Schools that the Board of Education approve the boys and girls 2015-2016 basketball schedules, as presented at the meeting, inclusive of any tournaments the teams will participate in.

Mr. Oliveri introduced E3 which will be voted on during the Public Business Meeting held on November 18, 2015

E4. It is recommended by the Superintendent of Schools that the Board of Education approve the additional special school celebrations: End of Year Parties.

PERSONNEL

Mrs. Carelli introduced P1 which will be voted on during the Public Business Meeting held on November 18, 2015

P1. It is recommended by the Superintendent of Schools that the Board of Education approve the following volunteers, who have or will complete the required volunteer training, for school events for the remainder of the 2015-2016 school year:

NAMES	NAMES
Katie Miceli	Kerri Mansoor
Amber Roosma	David Desai

Mrs. Carelli introduced P2 which will be voted on during the Public Business Meeting held on November 18, 2015

P2. It is recommended by the Superintendent of Schools that the Board of Education approve up to 1.5 hours pay at the contractual rate for _____ for the preparation and presentation of music students for the *Tree Lighting Ceremony* scheduled for December 3, 2015.

Mrs. Carelli introduced P3 which will be voted on during the Public Business Meeting held on November 18, 2015

P3. It is recommended by the Superintendent of Schools that the Board of Education approve of up to 1.5 hours pay at the contractual rate for _____ for Winter Concert supervision on December 15, 2015.

Motion by Mrs. Carelli, seconded by Mrs. Rentas to approve P4

Discussion: None

P4. It is recommended by the Superintendent of Schools that the Board of Education approve four (4) hours of classroom observation by the following alternate route student:

Name	Teacher
Robert Errera	Sheila Walsh, Jessica Palombi, and Lori Hecht

Yes: 7

No: 0

Abstain: 0

Motion by Mrs. Carelli, seconded by Ms. Norris to approve P5

Discussion: None

P5. **BE IT RESOLVED** that the Riverdale Board of Education (hereinafter referred to as the "Board") appoints **Michael Donow** as the Interim Business Administrator/Board Secretary for the Riverdale School District for the period beginning on or about November 8, 2015 and ending on or about June 30, 2016.

BE IT FURTHER RESOLVED that this Employment Agreement has been submitted to and approved by the Executive County Superintendent, according to standards adopted by the Commissioner of Education, pursuant to N.J.S.A. 18A:7-8(j).

BE IT FURTHER RESOLVED that the Board approves the Employment Agreement with **Michael Donow** for the position of Interim Business Administrator/Board Secretary for the foregoing period of appointment, which Employment Agreement is attached to this Resolution and made a part hereof.

BE IT FURTHER RESOLVED that the Board hereby authorizes the Board President and Board Secretary to execute, on behalf of the Board, the Employment Agreement by and between the Board and **Michael Donow**.

Yes: 7

No: 0

Abstain: 0

Motion by Mrs. Carelli, seconded by Mrs. Rentas to approve P6

Discussion: None

P6. It is recommended by the Superintendent of Schools that the Board of Education approve appointment of **Kristen Manzella** as lunch/playground aide effective on or about November 12, 2015 for the remainder of the 2015-2016 school year, not to exceed 2.25 hours per day, (on full day sessions only) at the rate of \$12 per hour, pending receipt of a favorable criminal history review.

Yes: 7 No: 0 Abstain: 0

TRANSPORTATION

Motion by Mr. Bohan seconded by Mr. Oliveri to approve T1

Discussion: None

T1. It is recommended by the Superintendent of Schools that the Board of Education approve the contracts with **Sussex County Regional Transportation Cooperation** for the 2015 -2016 School Year transportation of the following students:

STUDENT	SCHOOL	FOR THE PERIOD	TOTAL AMOUNT
0340155	The Calais School	9/1/15-6/30/16	\$9,312.00
0340355	New Beginnings	9/1/15-6/30/16	\$13,644.00
0330004	John Hill School	9/1/15-6/30/16	\$18,180.00
12974035	Colonial Road School	10/5/15-6/30/16	27,900.00

Yes: 7 No: 0 Abstain: 0

Motion by Mr. Bohan seconded by Mr. Oliveri to approve T2

Discussion: None

T2. It is recommended by the Superintendent of Schools that the Board of Education approve the contracts with the **Education Services Commission of Morris County** for the 2015 -2016 School Year transportation of the following students:

STUDENT	SCHOOL	FOR THE PERIOD	TOTAL AMOUNT
Private	St. Mary's	9/1/15-6/30/16	\$3,382.00
Private	Inclusive Learning Academy	9/1/15-6/30/16	\$4,978.80

Public	MCVT	9/1/15-6/30/16	\$23,370.00
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Yes: 7 No: 0 Abstain: 0

III. NON-ACTION ITEMS:

A. Letters and Communications

Mr. Charles Sheridan

B. Superintendent's Report

Mrs. Vicki Pede

- No new HIB to report and no new confirmations of HIB
- Mrs. Pede met with Ms. Saskia Brown from the county to go over extraordinary aide costs for the school year.
- Monday - Wednesday are parent teacher conferences.
- The School Nurse had zero issues due to Halloween Celebrations Enrollment as of October 31, 2015

PreK-8:	342
HS:	Tuition - 114
Option III:	-0-
Academy:	2
Vo-Tech:	6
Out of District:	15
Charter	0
Home Instruction	1
School Choice	2

C. Business Administrator's Report

Mrs. Estrella Molinet

- Gearing up to help the new BA/BS transition into his role
- Thanked the Board for the opportunity to work with them the past year.

D. Information and Questions from Board Members

- Mr. Sheridan and Ms. Norris attended this years' School Board Convention and brought back literature for everyone.
- Mr. Sheridan advised that the BOE meeting on 12/15/16 will start at 6:30pm

E. Oral Communication

- Ann Gould asked what the BA is getting paid.
- Mrs. Pede replied that he is getting \$85/hr based on 25 hours a week for 34 weeks.

IV. FUTURE MEETINGS AND IMPORTANT DATES:

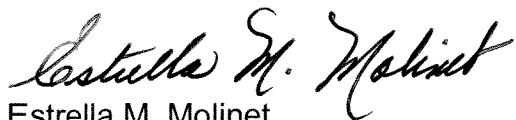
November 18, 2015	Public Business Meeting	7:30 p.m.
December 2, 2015	Workshop/Action Meeting	7:30 p.m.

December 16, 2015	Public Business Meeting	6:30 p.m.
January 13, 2016	Workshop/Action Meeting	7:30 p.m.
January 27, 2016	Public Business Meeting	7:30 p.m.

V. ADJOURNMENT

Motion by Mr. Kheyfets, seconded by Ms. Norris to approve adjournment from the Public Business Meeting at 8:10 p.m.

Respectfully Submitted,



Estrella M. Molinet

Business Administrator/Board Secretary

