

RIVERDALE BOARD OF EDUCATION
RIVERDALE, NEW JERSEY

September 23, 2015

7:30 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 **September 23, 2015**. The meeting was opened at 7:35 p.m. with a flag salute.

Mrs. Molinet then took the roll call.

ROLL CALL:

Present: Michael Bohan (7:45pm), Jessica Rentas, Andrew Oliveri, June Carelli, Charles Sheridan, and Michael Kheyfets

Absent: Kelly Norris

Also Present: Mrs. Vicki Pede, Superintendent and Mrs. Estrella Molinet, School 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 two (2) 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 Mr. Oliveri seconded by Mrs. Rentas to approve A.

Discussion: None

A. Approval of meeting minutes as follows:

Public Business/Action Meeting	August 12, 2015
Private Executive Meeting	August 12, 2015
Public Workshop/Action Meeting	September 9, 2015
Private Executive Meetings	September 9, 2015

Yes: 5 No: 0 Abstain: 1 (Mr. Kheyfets Abstain from 8/12/15 Minutes)

FINANCE

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

Discussion: None

- 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 **August, 2015** in the amount \$23,170.73 and the first half month of **September, 2015** in the amount \$136,231.70.

Yes: 5 No: 0 Abstain: 0

Motion by Mr. Kheyfets, seconded by Mrs. Rentas to approve C

Discussion: None

- C.** It is recommended by the Superintendent of Schools that the Board of Education approve the bills list dated **September 23, 2015** warrants #13961 through #14081 in the amount of \$160,431.93.

Yes: 5 No: 0 Abstain: 0

Motion by Mr. Kheyfets, seconded by Mrs. Rentas 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:

September: \$57,271.93

Yes: 5 No: 0 Abstain: 0

Motion by Mr. Kheyfets, seconded by Mrs. Rentas to approve F

Discussion: None

- 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 **July 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 **July 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.

General Fund – Fund 10	\$ 1,322,539.27
Special Revenue – Fund 20	\$ 313.74
Capital Projects – Fund 30	\$ 0.00

Debt Service - Fund 40	\$ 0.00
Subtotal	\$ 1,322,853.01
Capital Reserve Acct – 10 -116	\$ 497,590.81
Maintenance Reserve Acct -10 - 117	\$ 400,042.73
Total Governmental Funds	\$ 2,220,486.55

Yes: 5 No: 0 Abstain: 0

Motion by Mr. Kheyfets, seconded by Mrs. Rentas to approve G

Discussion: None

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

Appropriation Transfers			
July 31, 2015			
Account #	Description	Amount	Reason
TO			
11-000-219-105-01-000-00	CST Sec'y Subs	1,352.42	Reallocation
11-000-219-610-00-000-00	Supplies-CST	186.83	Reallocation
11-000-222-300-00-000-00	Purch Tech Serv Media	796.67	Reallocation
11-000-222-610-02-000-00	Supplies-Lib Periodicals	18.50	Reallocation
11-000-230-890-02-000-00	Misc Exp Supt	1,550.00	Reallocation
11-000-251-890-00-000-00	Misc Exp Bus Admin	440.00	Reallocation
11-000-252-340-00-000-00	Purchased Technical Serv	10,500.00	Reallocation
11-000-252-600-00-000-00	Tech Supplies/Mater	1,164.85	Reallocation
11-000-270-514-00-000-00	Cont Spec Ed	3,200.00	Reallocation
11-000-270-511-00-000-00	Cont to/from Sch regular	18,300.00	Reallocation
11-190-100-610-00-000-00	Supplies-Kindergarten	202.34	Reallocation
11-190-100-610-04-000-00	Supplies Grade 4	970.33	Reallocation
11-190-100-610-12-000-00	Supplies-Math	2,028.60	Reallocation
11-190-100-610-13-000-00	Supplies-Science	740.20	Reallocation
11-190-100-610-44-000-00	Supplies- Computer Lit	1,883.78	Reallocation
		43,334.52	
FROM			
11-000-219-390-00-000-00	Purch Prof Serv-CST	(1,539.25)	Reallocation
11-000-222-610-01-000-00	Supplies Library Books	(815.17)	Reallocation

11-000-230-890-04-000-00	ElectionExpense	(1,550.00)		Reallocation
11-000-251-100-01-000-00	Sal Bus Admin/Bd Secy	(440.00)		Reallocation
11-190-100-890-00-000-00	Misc Exp Instruction	(4,000.00)		Reallocation
11-190-100-500-00-000-00	Other Pur Servs	(7,664.85)		Reallocation
11-000-270-518-00-000-00	ESC's Cont Spec Ed	(21,500.00)		Reallocation
11-190-100-610-10-000-00	Supplies General	(4,178.25)		Reallocation
12-000-100-730-00-000-00	Instructional Equipment	(1,647.00)		Reallocation
		(43,334.52)		

Yes: 5 No: 0 Abstain: 0

COMMITTEE REPORTS

Committees	Chairperson	Reports
Finance	Charlie Sheridan	Mr. Sheridan reported they met the prior evening to discuss Nurse Substitutes, quotes for leasing equipment lockers, quotes for redoing the Science Lab, redoing the gym floor, and our issue with the amount of Tech Hours.
Policy	Jessica Rentas	No Report
Education	Andrew Oliveri	6:45 meeting
Personnel	June Carelli	Met to review the posting of the BA/BS position
Negotiations	Kelly Norris	Vicki Pede spoke with the association President and is waiting for a response.
Buildings and Grounds	Mike Kheyfets	Mr. Kheyfets reported the committee met over the summer and the school is looking great. We are still looking at the cost to repair the fence and outside signs.
Transportation	Michael Bohan	No Report
Pompton Lakes/ P.L. Negotiations	Kelly Norris	No Report

II. APPROVAL OF THE FOLLOWING NEW BUSINESS ITEMS:

FINANCE

F1. APPROVED 9/9/15

F2. APPROVED 9/9/15

Motion by Mr. Kheyfets, seconded by Mrs. Rentas to approve F3

Discussion: None

ADDENDUM

F3. It is recommended by the Superintendent of Schools that the Board of Education approve the 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 the 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	Estimated Workshops Fees and Mileage
10/27-29, 2015	Charles Sheridan	NJSBA Convention, Atlantic City, NJ	\$250.00 Registration \$ 90. Mileage \$208. Lodging* Meals & Incidentals - \$66/conference day**
10/27-29, 2015	Kelly Norris	NJSBA Convention, Atlantic City, NJ	\$250.00 Registration \$ 90. Mileage \$208. Lodging Meals & Incidentals - \$66/conference day**
10/27-29, 2015	Vicki Pede	NJSBA Convention, Atlantic City, NJ	\$250.00 Registration \$ 90. Mileage \$208. Lodging Meals & Incidentals - \$66/conference day**
**Meals and incidentals to be reimbursed according to Board Policy and State Regulations			

Yes: 6 No: 0 Abstain: 0

Motion by Mr. Kheyfets, seconded by Mrs. Rentas to approve F4

Discussion: None

ADDENDUM

F4. It is recommended that the Board of Education approve the attached superintendent's merit goals for the 2015-2016 school year. The goals must be submitted to the Executive County Superintendent of Schools for approval.

Yes: 6 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 approve the following Policies and Regulations at ***First Reading:***

Policy Number	Regulation Number	Policy/Regulation Name
4433	N/A	Vacations

Yes: 6 No: 0 Abstain: 0

Motion by Mrs. Rentas, seconded by Mr. Oliveri to approve L2

Discussion: None

ADDENDUM

- L2.** It is recommended by the Superintendent of Schools that the Board of Education accept the **HIB Report** from the Superintendent for the month of **August, 2015**.

HIB Report Synopsis
0 investigations
0 confirmed

Yes: 6 No: 0 Abstain: 0

EDUCATION

E1. APPROVED 9/9/15

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

Discussion: None

- E2.** It is recommended by the Superintendent of Schools that the Board of Education officially thank the **PTA** for their fundraising and accept their donation of \$1,158.00 through an Applebee's fundraiser. These funds were used toward the purchase of the laminator.

Yes: 6 No: 0 Abstain: 0

E3. APPROVED 9/9/15

E4. APPROVED 9/9/15

E5. APPROVED 9/9/15

Motion by Mr. Oliveri, seconded by Mrs. Carelli to approve E6

Discussion: None

ADDENDUM

- E6.** Approval of the following individuals as library volunteers under the supervision of Ms. Stefanie Gosse-Batory, school librarian, for the 2015-2016 school year, effective immediately:

NAMES
Mrs. Kerri Mansoor
Mrs. Madhuri Gadiraju
Mrs. Tina Patel
Mrs. Kathryn O'Reilly

Yes: 6 No: 0 Abstain: 0

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

Discussion: None

ADDENDUM

E7. It is recommended by the Superintendent of Schools that the Board of Education adopt the attached 2015-2016 District Goals Action Plans.

Yes: 6 No: 0 Abstain: 0

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

Discussion: None

ADDENDUM

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
11/5/15	Daniel Denude	Communicating Information in Microsoft Visio	New Brunswick, NJ	\$220	N/A
10/12/15	Kelli Cifelli	Diabetes Workshop for School Personnel	Morristown Medical Center	\$50	N/A
10/8/15	Sean Bowe	Section 504	FEA	\$150	N/A
*PLUS MILEAGE AND TOLLS IF APPLICABLE					

Yes: 6 No: 0 Abstain: 0

Motion by Mr. Oliveri, seconded by Mrs. Rentas to approve E9

Discussion: None

ADDENDUM

E9. It is recommended by the Superintendent of Schools that the Board of Education approve the educational services agreement with **Passaic County Educational Services Commission** to provide substitute nurse services, per the terms and conditions specified, at a cost not to exceed \$150 per day.

Yes: 6 No: 0 Abstain: 0

PERSONNEL

P1. APPROVED 9/9/15

P2. APPROVED 9/9/15

P3. APPROVED 9/9/15

P4. APPROVED 9/9/15

P5. APPROVED 9/9/15

P6. APPROVED 9/9/15

P7. APPROVED 9/9/15

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 revise the number of hours for part time custodial help from not to exceed 18 hours per week to not to exceed 25 hours per week.

Yes: 6 No: 0 Abstain: 0

P9. APPROVED 9/9/15

P10. APPROVED 9/9/15

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 appointments of the following chaperones for the 6th Grade trip to **Camp Bernie** on September 28th, 29th, 30th at the contractual rate of \$199 per night:

NAME
Steve Pricone
Kelly Fabregas
Samantha Baietti
Kelli Cifelli

Yes: 6 No: 0 Abstain: 0

P12. APPROVED 9/9/15

P13. APPROVED 9/9/15

P14. APPROVED 9/9/15

P15. APPROVED 9/9/15

Motion by Mrs. Carelli, seconded by Mr. Oliveri to approve P16

Discussion: None

ADDENDUM

P16. It is recommended by the Superintendent of Schools that the Board of Education approve a field placement as follows:

Student's Name/College	Cooperating Teachers	Time Period
Samantha Fink/William Patterson University	Sheila Walsh	Fall 2015

Yes: 6 No: 0 Abstain: 0

Motion by Mrs. Carelli, seconded by Mr. Oliveri to approve P17

Discussion: None

ADDENDUM

P17. It is recommended by the Superintendent of Schools that the Board of Education approve Graduate Level Course Work in accordance with the terms of their negotiated agreements as follows:

Name	Course Description	School/Credits	Term Beginning
Jessica Palombi	Policy Analysis and School Reform	Caldwell University/3	Fall 2015
Jessica Palombi	Leadership Skills Development	Caldwell University/3	Fall 2015
Vicki Pede	Inclusive Education	Rutgers University/3	Summer 2015
Vicki Pede	Assessment/Data/Problem Solving	Rutgers University/3	Fall 2015

Yes: 6 No: 0 Abstain: 0

Motion by Mrs. Carelli, seconded by Mr. Oliveri to approve P18

Discussion: None

ADDENDUM

P18. It is recommended by the Superintendent of Schools that the Board of Education approve an additional (.5) half hour, at the contractual rate, for **Stefanie Gosse-Batory**, for the purpose of library software implementation in preparation for the 2015-2016 school year.

Yes: 6 No: 0 Abstain: 0

Motion by Mrs. Carelli, seconded by Mr. Oliveri to approve P19

Discussion: None

ADDENDUM

P19. It is recommended by the Superintendent of Schools that the Board of Education approve the resignation, *with regret*, of **Stephen Margiotta**, Part time Aide effective on or before October 2, 2015.

Yes: 6 No: 0 Abstain: 0

TRANSPORTATION

T1. APPROVED 9/9/15

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

Discussion: None

ADDENDUM

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

STUDENT	SCHOOL	FOR THE PERIOD	TOTAL AMOUNT
5332944021	The Children's Therapy Center	9/8/15-6/30/16	\$6,313.68
0340368	E.C.L.C. - Ho Ho Kus	9/2/15-6/30/16	\$18,529.24
0340327	Garden Academy	9/8/15-6/30/16	\$16,718.40
350003	The Children's Institute	9/2/15-6/30/16	\$43,574.76
340002	The Children's Institute		
350006	Windsor Learning Ctr	9/9/15-6/30/16	\$16,058.61
0340468	ECLC – Chatham	9/2/15-6/30/16	\$14,754.32

Yes: 6 No: 0 Abstain: 0

III. NON-ACTION ITEMS:

A. Letters and Communications

Mr. Charles Sheridan

B. Superintendent's Report

Mrs. Vicki Pede

Mrs. Pede reported on the following:

- Zero HIB incidents for the Month of August.
- She is meeting with Virtual Towns tomorrow to discuss the website.
- Patriotic songs will only be sung after the Pledge of Alliance on Patriotic Days.

- Meeting with the Behaviorist tomorrow to discuss the reviewing of behavior plans.
- #IB Grant
- The School Planning Committee parent drawing was held and a representative from every grade other than 5th was selected. Their first meeting is scheduled for 10/20/15 at 2:45pm.
- SEPAC Meeting on October 20th
- June Carelli is the Board Liaison
- Started reviewing the candidates for BA/BS.

Enrollment as of September 4, 2015:

PreK-8:	344
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

Mrs. Molinet reported on the following:

- Received letter from Chief Kevin Smith regarding the key fobs for the building
- The IDEA Final Report was submitted
- NCLB Final Report is near completion.

D. Information and Questions from Board Members

- Mr. Oliveri congratulated the administration on the great Back-To-School Night Program.

E. Oral Communication

IV. FUTURE MEETINGS AND IMPORTANT DATES:

October 7, 2015	Workshop/Action Meeting	7:30 p.m.
October 21, 2015	Public Business Meeting	7:30 p.m.
November 4, 2015	Workshop/Action Meeting	7:30 p.m.
November 18, 2015	Public Business Meeting	7:30 p.m.
December 2, 2015	Workshop/Action 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. Oliveri, seconded by Mr. Kheyfets to approve adjournment from the Public Business Meeting at 8:25 p.m. into executive session.

The Board reconvened at 9:55 p.m. to Public Session.

Motion by Mrs. Rentas, seconded by Mr. Oliveri to approve L2
Discussion: None

ADDENDUM

- L2.** It is recommended by the Superintendent that the Riverdale Police Department be issued temporary fobs for access to the building. This will be accomplished with the cooperation of Chief Smith and the Superintendent whereas a complete listing of fob numbers and vehicles they are attached to will be filed with the Superintendent. The Board of Education will approve a policy prior to October 31, 2015 outlining the specifics of the use and distribution of these fobs, at which time the police department will agree to the policy or return the fobs. Prior to the implementation of the Board policy, the Riverdale Police Officers will be required to follow the guidelines outlined in Riverdale Police Chief Kevin Smith's letter dated June 1, 2015.

Yes: 6 No: 0 Abstain: 0

VI. ADJOURNMENT

Motion by Mr. Sheridan, seconded by Ms. Norris to approve adjournment from the Public Business Meeting at 9:55 p.m.

Respectfully Submitted,



Estrella M. Molinet
Business Administrator/Board Secretary