

RIVERDALE BOARD OF EDUCATION  
RIVERDALE, NEW JERSEY

**August 21, 2019**  
7:00 p.m.

**MINUTES FOR PUBLIC BUSINESS MEETING**

FORMAL ACTION WILL BE TAKEN AT THIS MEETING

**I. Call meeting to order/Flag Salute**

Board President, Ms. Kelly Norris, called the Public Business Meeting of the Board of Education of the Borough of Riverdale to order on August 21, 2019. The meeting was opened at 7:02 p.m. with a flag salute.

**II. Presiding Officer's announcement regarding notification of this meeting to the public.**

Ms. Norris, Board President read the following public announcement  
The Notification requirements of the "Open Public Meetings Act" of the State of New Jersey have been satisfied by the inclusion of the date, time, place and purpose of this Public Business Meeting in a legal advertisement in the Suburban Trends and The Record (January 09, 2019) with copies posted in the Riverdale School, Municipal Building, Town Library, and filed with the Clerk of the Borough of Riverdale.

I direct that this public announcement is entered in the minutes of this meeting.

**III. Roll Call**

Roll Call was taken by Mr. Gutierrez

Present: Kelly Norris, Keith Hamilton, Marybeth Miller, and Jill Morano

Absent: Ann Marie Nadiroglu, Kathleen Miceli, Jessica Rentas

Also Present: Mr. Anthony Riscica Interim Superintendent, and Mr. Jayson Gutierrez, Business Administrator/Board Secretary

**IV. Recognition of visitors.**

There were seven (7) members of the public present

**V. Oral Communication on Agenda Items only: None**

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.

**VI. Approval of Minutes**

**A.** It is recommended by the Interim Superintendent of Schools and the Business Administrator that the Board of Education approve the following **Minutes**:

Public Business Meeting	July 17, 2019
Executive Meeting	July 17, 2019

Motion By:	Ms. Norris	Second by:	Mrs. Miller
Discussion: None			
Roll Call Vote:			
Ann Marie Nadiroglu -	Kathleen Miceli -	Keith Hamilton - Yes	Jill Morano -Yes
Kelly Norris - Yes	Marybeth Miller -Yes	Jessica Rentas	

**VII. Committees**

**A. FINANCE**

1. Committee Report - Marybeth Miller - No update at this time

2. Items to be approved:

It is recommended by the Interim Superintendent of Schools and the Business Administrator that the Board of Education approve the following **Finance** items, a-c

Motion By:	Mrs. Miller	Second by:	Mr. Hamilton
Discussion:			
Roll Call Vote for a-c			
Ann Marie Nadiroglu -	Kathleen Miceli -	Keith Hamilton - Yes	Jill Morano -Yes
Kelly Norris - Yes	Jessica Muzzio-Rentas	Marybeth Miller -Yes	

a. Approval of the payment of the following bills and claims:

Payroll for the period ending June 30, 2019	\$167,851.78
Payroll for the period ending July 31, 2019	\$46,505.31
Payroll for the period ending August 15, 2019	\$42,017.87
Bills List dated June 28, 2019, Warrants #17382 through #17411 and 132	\$47,578.62
Bills List dated August 7, 2019, Warrants #17412 through #17458 and 133	\$236,636.97
Health/Prescription plan premiums (SEHBP) for August 2019	\$74,216.09

b. Approval the attached line item transfers for June 2019.

c. Approval of the Board Secretary's and Treasurer's Reports for the month ending June 30, 2019. It has been determined that they are in agreement; acknowledges receipt of the Secretary's certification that no budgetary line item account has obligations, payments or orders which exceed the amount appropriated or has been over expended in accordance with N.J.A.C. 6A-16.10(c)3 and 4; and certifies that in accordance with P.L.2004 Ch.73, no budgetary transfers cumulatively exceed 10% that would require the approval of the Commissioner of Education.

**B. PERSONNEL**

1. Committee Report(Policy and Personnel) - Jill Morano - Reviewed notes from previous meeting

2. Items to be approved:

It is recommended by the Interim Superintendent of Schools and the Business Administrator that the Board of Education approve the following **Personnel** items, a-j

Motion By:	Mrs. Morano	Second by:	Mrs. Miller
Discussion: Interim Superintendent Anthony Riscica introduced Eric Klein			
Roll Call Vote:			
Ann Marie Nadiroglu -	Kathleen Miceli -	Keith Hamilton - Yes	Jill Morano -Yes
Jessica Rentas -	Kelly Norris - Yes	Marybeth Miller -Yes	

- a. Award the following certified non-tenured professional teaching staff a contract for the 2019-2020 school year as follows\*:

<b>Name</b>	<b>Step</b>	<b>Salary</b>
Jill Small	BA ST 3	\$53,622
Eric Klein	MA ST 1	\$55,822
Leanne Pittelkow	MA ST 1	\$55,822

\* Subject to change upon ratification of the successor agreement

- b. Award the following certified tenured professional teaching staff a contract for the 2019-2020 school year as follows\*:

<b>Name</b>	<b>Step</b>	<b>Salary</b>
Stephanie Gosse-Batory	MA ST 20(.7)	\$51,238

\* Subject to change upon ratification of the successor agreement

- c. Award contracts to the following 12-month non-certified personnel effective on or about September 1, 2019, through June 30, 2020:

<b>Name</b>	<b>Job Description</b>	<b>Tenure</b>	<b>Salary</b>
Erica Videc	School Secretary	No	\$41,000

- d. Award contracts to the following non-certified, non-tenured, part-time employees, without benefits, effective September 1, 2019, through June 30, 2020, per the approved calendars:

Name	Job Description	2019-2020	Not to Exceed Hours Per Week
Todd Brunner	Custodian	\$15.00	\$25 h 00 m

- e. Approve the resignation, with regret, of Kelly Fabregas, teacher, effective on or before October 6, 2019.
- f. Approve the resignation, with regret, of Kerry Cron, teacher, effective on or before September 22, 2019.
- g. Rescind the contract for the following certified, non-tenured professional teaching staff a contract for the 2019-2020 school year as follows\*:

Name	Step	Salary
Jill Small	BA ST 3 (.6)	\$32,173

- h. Rescind the contract to the following non-certified, non-tenured, part-time employee, without benefits, effective July 1, 2019, through June 30, 2020, per the approved calendars\*:

Name	Job Description	2019-2020	Not to Exceed Hours Per Week
Leanne Pittelkow	Aide	\$13.60	TBD

- i. Rescind the contract for the following certified tenured professional teaching staff a contract for the 2019-2020 school year as follows\*:

Name	Step	Salary
Stephanie Gosse-Batory	MA ST 20 (.5)	\$36,599

**Addendum**

- j. Approve Lynn Hutman to work an additional 3 hours in August 2019 at a rate of \$28.89 an hour for an amount not to exceed \$86.67

**C. POLICY**

- 1. Agenda reading- Kathleen Miceli - No update at this time

- 2. Items to be approved:

It is recommended by the Interim Superintendent of Schools and the Business Administrator that the Board of Education approve the following **Policy** item, \*NONE\*

Motion By:		Second By:	
Discussion:			
Roll Call Vote:			
Ann Marie Nadiroglu -	Kathleen Miceli -	Keith Hamilton -	Jill Morano -
Jessica Rentas -	Kelly Norris -	Marybeth Miller	

**D. TECHNOLOGY/FACILITIES/TRANSPORTATION**

- 1. Committee Report - Keith Hamilton - No update at this time

- 2. Items to be approved:

It is recommended by the Interim Superintendent of Schools and the Business Administrator that the Board of Education approve the following **TFT** items, a-e

Motion By:	Mr. Hamilton	Second by:	Mrs. Miller
Discussion: None			
Roll Call Vote:			
Ann Marie Nadiroglu	Kathleen Miceli	Keith Hamilton - Yes	Jill Morano - Yes
Marybeth Miller - Yes	Kelly Norris - Yes	Jessica Rentas	

- a. Approve the continuance of the Coordinated Transportation Agreements with the following for the 2019-2020 school year.

<b>Commission</b>
Educational Services Commission of Morris County
Northern Region Education Services
Sussex County Regional Transportation Cooperative

- b. Approve the disposal of the coffin freezer in the cafeteria.
- c. Approve the disposal of the partition located in classroom #17.

**Addendum**

- d. Approve the technology items on the attached list to be sold to staff for \$25 each on a first come first served basis. Each item sold individually or as any combination thereof are sold with no warranties or guarantees of service.
- e. Approve the disposal of all technology items listed in the aforementioned addendum d, not sold by August 29, 2019.

**E. CURRICULUM/INSTRUCTION/SPECIAL SERVICE**

1. Committee Report - Marybeth Miller: None

2. Items to be approved:

It is recommended by the Interim Superintendent of Schools and the Business Administrator that the Board of Education approve the following **CISS** items, a-d

Motion By:	Mrs. Miller	Second by:	Mrs. Morano
Discussion: None			
Roll Call Vote:			
Ann Marie Nadiroglu -	Kathleen Miceli -	Keith Hamilton - Yes	Jill Morano -Yes
Kelly Norris - Yes	Marybeth Miller -Yes	Jessica Rentas	

- a. Approve the 2019-2020 rates for services, with the Educational Services Commission of Morris County and the Northern Region Educational Services Commission per the terms and conditions as attached.
- b. Approval the tuition cost for Riverdale Students attending Morris County Vocational/ Technical School and Academies for the 2019-2020 school year, calculated at the per student cost of

\$9,000 multiplied by the enrollment of fifteen (15), for a total of \$135,000. Less 2017-2018 certified tuition adjustment \$1,476.00.

- c. Approval of the reimbursement and expenses, previously approved by the Interim 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	Location	Workshop Fee*	Hotel*	Substitute Required
8/14/2019	Lynn Hutman	DOE Regional Training for District Certification Staff	Wayne, NJ	\$0	No	No
10/04/2019	Marianne McCarthy	Dyslexia International Association Workshop	Somerset, NJ	\$235.00	No	Yes
10/04/2019	Linda Maher	Dyslexia International Association Workshop	Somerset, NJ	\$235.00	No	Yes
8/15/2019	Dan Denude	Regional Facilities Training	Rockaway, NJ	\$0	No	Yes
8/15/2019	Juan Cazorla	Regional Facilities Training	Rockaway, NJ	\$0	No	No
<b>*PLUS MILEAGE, TOLLS, and TAXES IF APPLICABLE</b>						

**Addendum**

- d. Approval of the reimbursement and expenses, previously approved by the Interim 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	Location	Workshop Fee*	Hotel*	Substitute Required
8/22/2019	Jayson Gutierrez	Updating LRFP	Robbinsville, NJ	\$0	No	No
*PLUS MILEAGE, TOLLS, and TAXES IF APPLICABLE						

**F. COMMUNITY RELATIONS**

1. Committee Report - Jill Morano:None
2. Items to be approved:

It is recommended by the Interim Superintendent of Schools and the Business Administrator that the Board of Education approve the following **CR** item, a-b

Motion By:	Jill Morano	Second by:	Marybeth Miller
Discussion: Interim Superintendent Anthony Riscica- Discussed how the items would be distributed			
Roll Call Vote:			
Ann Marie Nadiroglu - Yes	Kathleen Miceli -	Jill Morano -Yes	Keith Hamilton -Yes
Marybeth Miller -Yes	Jessica Rentas -	Kelly Norris - Yes	

- a. Accept, with gratitude, a donation from Elizabeth Walker of four reams of paper and marker highlighters, total value of approximately \$50.00.
- b. Accept the donation from Staples of backpacks, paper clips, journals, planners, notebooks, magnets and report covers, the total value of approximately \$800.00.

**G. NEGOTIATIONS**

1. Committee Report - Kelly Norris: None

**H. POMPTON LAKES LIAISON**

1. Committee Report - Kelly Norris - Meeting last week. The new field is really nice.

**Non Action Items:**

**A. Letters and Communications** - Kelly Norris: None

**B. Interim Superintendent's Report** - Anthony Riscica

1. Currently making changes to our local Mentoring Plan since there has not been any revisions since the 2017-2018 school year. One of the major changes is that it repeatedly points to the INTasc Model Core Teaching Standards (Interstate Teacher Assessment and Support Consortium) which has now become New Jersey Professional Standards for Teachers. 2013 vs. 2014  
Updating Common Core Standards to NJ Student learning Standards and modifying dates that relate to these changes.  
Review the document with REA for any areas related to Danielson observation Model and to research current literature and possible books and materials to support our mentors moving forward.  
Include updated forms and newly created forms for documentation of mentor mentee engagement as well as the form required to be a mentor to our new staff members.

**2. Professional Development Plan**

Incorporate and be reflective of the new areas that we are working on with staff including math programs and training with Nancy Schultz Conquer Mathematics Grades 3, 4, 8. Shelly Klein consulting for English and Language Arts. Some of this training takes place out of district math and Shelly will come to the school for staff training. In addition, we have entered into a contract with the Madison Institute which is based out of Ramapo College with a wide variety of choices of topics related to all grade levels and subjects. Additionally, we will be focusing on Social and Emotional Learning for student health and support which both Mr. Kobliska and I will be sharing with staff as well as one or two presenters.

**3. Staffing**

As of tonight, I believe we have only one position to fill which Paul already began interviews for and we will fill quickly. The goal is to our new staff members join ASAP so that we can move ahead with a minimal amount of substitutes needed and more importantly less disruption for our students. I believe at this time we will have a total of 4 new staff members.

**4. General**

I have had a few brief discussions with our Mayor and looking forward to having an in depth conversation on how we can work together with the community to build an inclusive We are Riverdale Environment with school and the entire community including our seniors and any other residents including those who do not have children in our school.

Tomorrow afternoon I will be meeting with Chief Smith to continue our positive relationship with the RPD. One of my main concerns is focusing on school security including having law enforcement observe and participate in 1 or 2 drills during the school year.

**Library**

I attended the Library Board of Trustees meeting: We met with an architect as part of a possible grant application which opens in October to make some enhancements within the building such as a reading room and family area and a small kitchen area for staff. We also discussed the Labor Day Street Fair on Monday, Sept. 2, First responders 5K taking place on 10/5 along with Riverdale Day taking place with the walk at 8 am Concert and food 4 pm and fireworks at 9 pm. And last but very interesting is the opportunity to get museum passes.

**5. Spoke of the planters project -Jill Morano**

**6.Riverdale Public Library Photography Exhibit**

**C. Enrollment as of August 19, 2019**

<b>PreK-8</b>	<b>329</b>
<b>PLHS - Tuition</b>	<b>127</b>
<b>Option III</b>	<b>0</b>
<b>Academy/Vo-Tech</b>	<b>7</b>
<b>Out of District(Prek-8th grade)</b>	<b>2</b>
<b>Out of District (9th grade +)</b>	<b>8</b>
<b>Charter</b>	<b>0</b>
<b>Home Instruction</b>	<b>1</b>
<b>School Choice</b>	<b>4</b>

**D. BA/BS REPORT**

- a. We still do not have a van. We are exploring different avenues with our current provider assisting us and even renting a van.
- b. The vestibule project is nearing completion. By this Friday (8/23) the Main Entrance will be completed with the exception of the vestibule doors. By the end of September

- we should have the doors installed.
- c. The audit is underway, Toma and I are working meticulously in completing it.

**E. ORAL COMMUNICATION -**

None

**F. Information and Questions from Board Members**

- a. Ms. Norris - The Superintendent previously provided Community Newsletter. The Board would like to see that happen again.
- b. Jill Morano - Ms. Cron, I was sad to hear she was leaving.
- c. Anthony Riscica - Thanked the Association and the BOE for assisting in the interview process.

**VIII. Future Meeting and Important Dates were reported by Ms. Norris, Board President.**

September 18, 2019	Public Business Meeting	7:00 p.m.
October 2, 2019	Workshop/Action Meeting	7:00 p.m.
October 16, 2019	Public Business Meeting	7:00 p.m.

**IX. Executive Session**

Motion by Ms. Norris, seconded by Mrs. Miller at 7:30 pm to move into 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 confidential contracts and personnel matters.
2. The matter discussed will be made public when confidentiality is no longer required.

**I. Reconvene**

The Board reconvened in the Library at 7:50pm.

**II. Action Taken**

- A. Award the following certified non-tenured professional teaching staff a contract for the 2019-2020 school year as follows\*:**

Name	Step	Salary
Natasha Tyjer-Mendez	BA ST 5	\$54,622

**\*Subject to change upon ratification of the successor agreement**

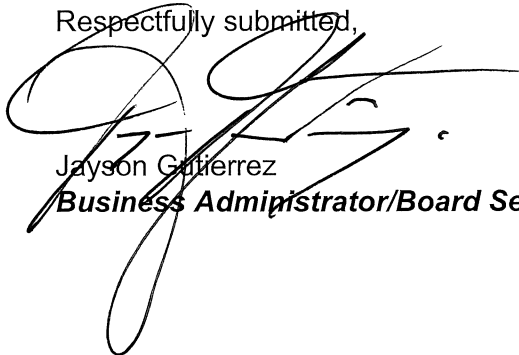
Motion By:	Ms. Norris	Second by:	Mrs. Morano
Discussion: Interim Superintendent gave a brief introduction.			
Roll Call Vote:			
Ann Marie Nadiroglu -	Kathleen Miceli -	Keith Hamilton - Yes	Jill Morano - Yes
Marybeth Miller - Yes	Kelly Norris - Yes		

**III. Adjournment**

Motion by Ms. Norris, seconded by Mrs. Morano at 7:52 pm to adjourn from the public business.

Carried by unanimous voice vote.

Respectfully submitted,



Jayson Gutierrez  
**Business Administrator/Board Secretary**

