

RIVERDALE BOARD OF EDUCATION
RIVERDALE, NEW JERSEY

May 20, 2020

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 May 20, 2020. The meeting was opened at 7:04 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 (March 8, 2020) 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, Jessica Muzzio-Rentas, Marybeth Miller, Keith Hamilton Jill Morano, Kathleen Miceli and Ann Marie Nadiroglu

*Mrs. Muzzio-Rentas left the meeting after Roll Call and returned at 7:06.

Absent:

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

IV. Recognition of visitors: 35

V. Presentations:

A. Recognition Girls Basketball Team

B. Recognition Riverdale School Code Blue Team

VI. 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.

VII. 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	April 22, 2020
workshop/Action Meeting	May 6, 2020
Executive Meeting	May 6, 2020

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

VIII. Committees

A. FINANCE

Committee Report - Marybeth Miller: None

Items to be approved:

It is recommended by the Business Administrator that the Board of Education approve the following **Finance** items, a-l

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

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

Payroll for the period ending April 30, 2020	\$148,382.87
Payroll for the period ending May 15 , 2020	\$154,159.22
Bills List dated May 4 , 2020, warrant #18011	\$150.00
Bills List dated May 11, 2020, warrant #18012	\$66,241.75
Bills List dated May 20, 2020 warrants #18013 through #18050	\$317,503.07
Health/Prescription plan premiums (SEHBP) for May 2020	\$86,110.04

- b. Approval of the attached line item transfers for March 2020.
- c. Approval of the Board Secretary's and Treasurer's Reports for the month ending March 31, 2020. 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 P.L.2004 Ch.73, no budgetary transfers cumulatively exceed 10% that would require the approval of the Commissioner of Education.
- d. Approval of the operation of the Student Activity and Athletic accounts as outlined in Board Policy #6660 for the 2020-2021 school year.
- e. Approval of the operation of the Petty Cash accounts (Checking and Cash) as outlined in Board Policy #6620 for the 2020-2021 school year in the amount not to exceed a total of \$300.00.
- f. Approval of Equi-Vest, AIG-Valic, IPX Vanguard, IPX Fidelity, and AFLAC as tax shelter annuity companies for the 2020-2021 school year.
- g. Approval of the Capital Reserve withdrawal in the amount of \$302,000 for the 2020-2021 school year.
- h. Approval of the Maintenance Reserve withdrawal in the amount of \$75,000 for the 2020-2021 school year.
- i. Appointment of Jayson Gutierrez, Board Secretary as the Administrator for System for Award Management (SAM). SAM is a computer system accessed by the Internet managed by the U.S. Government. Entities must have an active registration in SAM to do business with the U.S. Government.
- j. Approval of the attached schedule of tax payments for the 2020-2021 school year and authorize the Board Secretary to submit the schedule to the clerk of the Borough of Riverdale.

- k. WHEREAS, the Riverdale Board of Education maintains the Riverdale Board of Education 403(b) Retirement Plan ("Plan"); and

WHEREAS, the District wishes to retain the services of U.S. OMNI (OMNI) as Third-Party Administrator of its plan(s);

NOW, THEREFORE, BE IT RESOLVED that U.S. OMNI has been designated as Third-Party Administrator:

IN WITNESS WHEREOF, the District has caused this Resolution and Amendment to be adopted this 20th day of May, 2020.

- l. Approval of RC Services LLC as a consultant to provide assistance related to Standard Operating Procedures (SOPs) for an amount not to exceed \$1,000.

B. PERSONNEL

1. Committee Report(Policy and Personnel) - Kathleen Miceli: None

2. Items to be approved:

It is recommended by the Business Administrator that the Board of Education approve the following **Personnel** items, a-f

Motion By:	Mrs. Miceli	Second by:	Ms. Miller
Discussion: Mrs. Morano-ESY, Is there a specific number of students needed? Mr. Riscica- It is according to what we have. No threshold.			
Roll Call Vote:			
Ann Marie Nadiroglu - Yes	Kathleen Miceli - Yes	Keith Hamilton - Yes	Jill Morano - Yes
Jessica Muzzio-Rentas - Yes	Kelly Norris - Yes	Marybeth Miller -Yes	

- a. Approve the appointment of the following personnel for the Extended School Year program, July 6, 2020, to July 31, 2020, pending sufficient enrollment*:

Staff Member	Hours	Rate	Role
Sheila Walsh	TBD	\$50/hour	Teacher
Lynn Nardino	TBD	\$50/hour	Teacher
Marianne McCarthy	TBD	\$50/hour	Teacher
Eric Klein	TBD	\$50/hour	Teacher
Erika Langert	NTE 12/week	\$50/hour	Speech

* Subject to change upon ratification of the successor agreement

- b. Award the following certified professional teaching staff a tenure contract for the 2020-2021 school year as follows*:

Name	Step	Salary
Megan Sylvester	MA ST 3	\$56,822
Megan Dutkowski	BA ST 7	\$56,422

* Subject to change upon ratification of the successor agreement

- c. Approval of the following as Substitute Rates for the 2020-2021 school year:

Substitute Status	Rate of Pay
Full Day Substitute	\$95
Half Day Substitute	\$55
Full Day Substitute Nurse	\$150
Half Day Substitute Nurse	\$100

- d. Approval of the rate of \$65 per game for officiating baseball, softball, and basketball events for the 2020-2021 school year.

- e. Approval of up to five (5) days (hours/days subject to approval by the Interim Superintendent of summer work, in accordance with the negotiated agreement, for the following members of the Child Study Team for 20-21 at their contractual rate:

Name	Services
Stacy DiLorenzo	School Psychologist
Helene Magno	LDTC
Erika Langert	Speech

- f. Approve the appointment of the following substitute custodians for the 2020-2021 school year*:

Name	Black Seal	Rate
Shaun Baughman	Yes	\$15.48
Todd Brunner	Yes	\$15.79
Jordan Levich	Yes	\$15.48
Samuel Dedio	No	\$13.42
Keith Jennings	No	\$13.42
Samantha Jennings	No	\$13.42
Tiffany Herbert	Yes	\$15.48
Travis Brunner	No	\$13.42
Robert Owens	Yes	\$15.00

C. POLICY

1. Agenda reading- Ann Marie Nadiroglu: None

2. Items to be approved:

It is recommended by the Business Administrator that the Board of Education approve the following **Policy** item, a-b

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

- a. Approval of the second reading of the following new and revised Policies and Regulations:

Policy Number	Regulation Number	Policy/Regulation Name
1581	1581	Domestic Violence
2422		Health and Physical Education
3421.13		Postnatal Accommodations (New)
4421.13		Postnatal Accommodations (New)
5330	5330	Administration of Medication
7243		Supervision of Construction
8210		School Year
8220		School Day
	8220	School Closings
8462		Reporting Potentially Missing or Abused Children

- b. Resolve to affirm the administration's determinations concerning the HIB investigation 19_20 Case 7 as outlined in the confidential report shared with the Board of Education members.

D. FACILITIES/TRANSPORTATION/TECHNOLOGY

1. Committee Report - by Hamilton:Planning a meeting for next week.

2. Items to be approved:

It is recommended by the Business Administrator that the Board of Education approve the following **FTT** items, a-c

Motion By:	Mr. Hamilton	Second by:	Ms. Miller
Discussion:Mr. Hamilton- Fees for the facilities, we will not charge an organization directly tied			

to the borough, correct? Mr. Gutierrez – That is correct.			
Roll Call Vote:			
Ann Marie Nadiroglu - Yes	Kathleen Miceli - Yes	Keith Hamilton - Yes	Jill Morano - Yes
Marybeth Miller - Yes	Jessica Muzzio- Rentas - Yes	Kelly Norris -Yes	

- a. Acknowledgment of the continuance of the lease of the Riverdale Community Center to the Borough of Riverdale at the nominal cost of \$1.00 for the period July 1, 2020, through June 30, 2021.
- b. Execution of the Northern Region Educational Services Commission After school Child-Care Agreement for the period commencing September 1, 2020, and ending June 30, 2021, for a nominal fee of \$1.00.
- c. Approve the following hourly rates for approved building use for the 2020-2021 school year:

Location	Rate
Baseball Fields	\$35-\$75 per game
Other Fields	\$35-\$75 per game
Gym	\$80 per event
Cafeteria	\$75 per event
Cafeteria and Kitchen	\$100 per event
Library	\$70 per event

E. CURRICULUM/INSTRUCTION/SPECIAL SERVICE

1. Committee Report - Jessica Muzzio-Rentas: Read the minutes from last meeting.
2. Items to be approved:
It is recommended by the Business Administrator that the Board Education approve the following
CISS items, a-g

Motion By:	Mrs. Muzzio-Rentas	Second by:	Ms. Miller
Discussion: Mrs. Muzzio-Rentas- Will Spanish be with a teacher in a classroom? Mr. Riscica- Yes Mrs. Muzzio-Rentas- How was the calendar revised? Mr. Riscica- The last three days will be half days and the last day for students will be June 18th. June 19th will be the last day for staff.			
Roll Call Vote:			
Ann Marie Nadiroglu - Yes	Kathleen Miceli -Yes	Jill Morano - Yes	Keith Hamilton- Yes

Marybeth Miller - Yes	Jessica Muzzio-Rentas - Yes	Kelly Norris -Yes	
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- a. Approve the following list of special school celebrations for the 2020-2021 school year:

Celebration	Celebration
Halloween	Eighth (8 th) Grade Graduation
Winter Holiday	Eighth (8 th) Grade Special Unit
Valentine's Day	Seventh (7 th) Grade Holiday Traditions
Superintendent List/Honor Roll Recognition	National Junior Honor Society Induction
Kindergarten Thanksgiving Feast	Field Day
Middle School Dances	End of Year Parties
PBSIS Celebrations	

- b. Approval of the following evaluation educator model for District Staff (2020-2021) implementation:

Staff	Evaluation Model
Certified Staff	Certificated Staff Charlotte Danielson's Framework for Teaching 2013
Principal	Marshall Model Principal Evaluation Model
Interim Superintendent	CSA Evaluation tool

- c. Approval of the listing of field trip destinations for the 2020-2021 school year, as attached.
- d. Approval of the IXL Learning Program for the 19-20 and 20-21 school years not to exceed \$4,845.
- e. It is recommended by the Interim Superintendent of schools that the Board of Education approves the attached revised calendar for the 2019-2020 school year due to unused emergency days.
- f. Approve appointment of Christina Kozlowski as a consultant to the district to provide Occupational Therapy services at a rate of \$77 per hour not to exceed five (5) hours per week, for the period July 6, 2020 through July 31, 2020.
- g. Approval of the Fluency Program by Kinsa for the 2020-2021 school year. This comes at no cost to the Board and participation is optional.

F. COMMUNITY RELATIONS

- Committee Report - Jill Morano: We had the Career Fair today that was a success.
Mr. Hamilton – It absolutely was a success.

Mr. Riscica – Both Jill and Paul did a wonderful job. There was an array of professions present. Thank you to Mrs. Morano and Mr. Kobliska!

2. Items to be approved:

It is recommended by the Business Administrator that the Board of Education approve the following **CR** item, None

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

G. NEGOTIATIONS

1. Committee Report - Kelly Norris: None

H. POMPTON LAKES LIAISON

2. Committee Report - Kelly Norris: .

Non Action Items:

A. Letters and Communications - Kelly Norris:

- Agenda from last week's meeting is on their website

B. Interim Superintendent's Report - Anthony Riscica

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C. Enrollment as of May 20, 2020

PreK-8	329
PLHS - Tuition	127
Option III	0
Academy/Vo-Tech	13
Out of District (Prek-8th grade)	2
Out of District (9th grade +)	6
Charter	1
Home Instruction	0
School Choice	5

D. BA/BS REPORT - Jayson Gutierrez

- Approximately \$118k has been reimbursed through federal grants to date.
- Progress with the Science Lab is ongoing. Flooring is being installed.

- Transportation – we are awaiting clear guidance with regards to payments to/for our transportation service providers.
- Applications for 20-21 federal grants are available.

E. ORAL COMMUNICATION

- Jeanine Sampong – Will the district/board consider starting school in August as opposed to September?
- AR – We will have to follow the school calendar at this point. There are contractual obligations we have to adhere to.
- Jeanine Sampong – Can the board survey the community regarding busing/transportation? There may be less parents interested in sending their children on a bus.
- AR – There may be a number of surveys going out to the community. That would be one of them.
- Sheila Walsh – Thank you to the PTA for the gift cards. Thank you very much!

F. Information and Questions from Board Members

- JR – Parents/PTA were able to collect enough for a gift card for everyone in the district. To the PTA, thank you!

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

June 3, 2020	Workshop Meeting	7:00 p.m.
June 17, 2020	Public Business Meeting	7:00 p.m.

X. Executive Session

Motion by Ms. Miller, seconded by Mrs. Morano at 8:06 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:

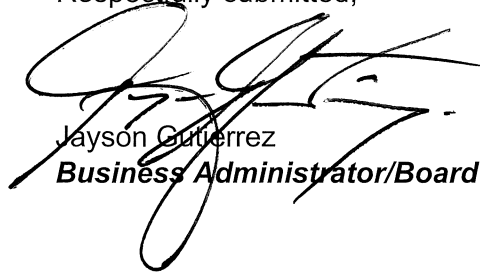
1. It does hereby determine that it is necessary to meet in Executive Session prior to adjournment of this meeting to discuss confidential student and personnel matters.
2. The matter discussed will be made public when confidentiality is no longer required.

XI. Adjournment

Motion by Ms. Miller, seconded by Mrs. Morano at 8:06 pm to adjourn from the public business meeting.

Carried by unanimous voice vote.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Jayson Gutierrez', written over the printed name and title.

Jayson Gutierrez

Business Administrator/Board Secretary

