

**CARLSTADT –EAST RUTHERFORD REGIONAL BOARD OF EDUCATION
EAST RUTHERFORD, NEW JERSEY 07073**

**SPECIAL ACTION SESSION
August 23, 2017
MINUTES**

SPECIAL ANNOUNCEMENT: These proceedings are being audio recorded.

CALL TO ORDER: 7:00 p.m. – Call to order by President Bongiovanni in the Board of Education Conference Room

PURPOSE OF SPECIAL ACTION SESSION: The purpose of this special meeting is to discuss personnel, and any other business to come before the Board.

ROLL CALL: Present:	Robert Anderson	Brenda Kaneaster
	Tina Cavallo	Fred Meo
	Kevin Felten	Dennis Monks
	Kathryn Fukushima	Raymond Muszynski
		Lawrence Bongiovanni

Louise Clarke, Nicholas Annitti, Dennis McKeever, Esq., and Renee Engelhardt were also present.

FLAG SALUTE AND OPENING STATEMENT:

The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon.

In accordance with the provisions of the New Jersey Open Meetings Act the Carlstadt-East Rutherford Regional Board of Education has caused notice of this meeting by posting the date, time and location of said meeting by mailing notification to **The Record**, the Board's official newspaper.

Copies of agendas are available 48 hours prior to said meetings in the Board of Education office and are posted in the main office of the H.P. Becton Regional H.S. and on the Becton Regional High School website – www.bectonhs.org.

REPORT OF THE SECRETARY/BUSINESS ADMINISTRATOR: Nicholas Annitti

- Mr. Annitti informed the Board that former teacher, Carole Sudol, who recently passed away left a \$25,000 to be used as yearly scholarships to benefit students who wishes to enter the field of education. He is presently working on setting up the criteria and account for this scholarship.
- Mr. Annitti inquired if the members wanted just the nine Board of Education member names on the plaque that will be placed by the Performing Arts Center honoring the memory of James Williams. The consensus was yes.
- He informed the Board that the first part of the annual audit has been completed.

REPORT OF THE SUPERINTENDENT: Louise Clarke

- Mrs. Clarke informed the Board that the teachers will report on Tuesday, September 5 and the students will report on September 6, 2017.
- She reminded the Board that the Freshman Barbeque will be held on August 29, 2017. The members are welcome to attend.
- Mrs. Clarke explained motions P5 and P5.2 for clarification.

P3. Appointment of Volunteer Athletic Assistant:

Motion No.	Name	Action	Position	Stipend	Term Date	Discussion
P3.1	Anderson Espinosa	Approve	Volunteer Boys Soccer Coach	N/A	2017-2018 School Year	Pending fingerprint approval.
P3.2	Eric Moore	Approve	Volunteer Varsity Boys Soccer Coach	N/A	2017-2018 School Year	Pending fingerprint approval.

P4 Appointment of Teacher's Aide:

Motion No.	Name	Action	Position	Stipend	Term Date	Discussion
P4.1	Arlene Siri	Approve	Teacher's Aide	09/01/2017 through 06/30/2018	\$12.00 per hour	Not to exceed 20 hours per week. Pending fingerprint approval.

P5. Appointment of Teaching Staff:

Motion No.	Name	Action	Position	Degree/ Step	Salary	Employment Period	Discussion
P5.1	Robert Anfang	Approve	Physical Education Teacher	BA Step 1	\$24,046 (.5 FTE)	9/01/2017-6/30/2018	Pending fingerprint approval.
P5.2	Traci Maturo	Approve	Art Teacher	BA+15 Step 2	\$25,729 (.5 FTE)	10/23/2017-6/30/2018	Pending fingerprint approval.

P6. Appointment of Substitute Teacher:

Motion No.	Name	Action	Position	Salary	Employment Period	Discussion
P6.1	Traci Maturo	Approve	Substitute Teacher	\$90 per diem	Mon., Tues., Thur., Fri. 09/11/2017-10/20/2017	Pending fingerprint approval.

P7. Professional Development Plan:

Be it resolved, that the Board approve the Professional Development for the 2017-2018 school year. Attachment #2

Mr. Anderson inquired about the curriculum alignment. Mrs. Clarke responded all was in alignment.

ROLL CALL VOTE:

<u>MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>	<u>REMARKS</u>
Mr. Anderson	X				
Mrs. Cavallo	X				
Mr. Felten	X				
Ms. Fukushima	X				
Mrs. Kaneaster	X				
Mr. Meo	X				
Mr. Monks	X				
Mr. Muszynski	X				
Mr. Bongiovanni	X				

EDUCATION: (Mrs.Kaneaster)

The Superintendent recommends that the Board approve the following:

Moved: Mrs. Kaneaster Second: Mr. Monks Approved: As per roll call vote.

E1. Acknowledge and approve the Violence and Vandalism and HIB Report for incidents occurring from January 1, 2017 through June 30, 2017. Attachment #3

E2. School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights- Statement of Assurances – School Year July 1, 2016- June 30, 2017:

E2.1 Approve and accept the School Self-Assessment for Determining Grades under the Anti-Bullying of Rights Statement of Assurances. Document E1. Is available for review. Attachment #4

E2.2 Authorize submission of the School Self-Assessment for Determining Grades under the New Jersey Department of Education for the 2016-2017.

E3. Approve the following curriculums:

Business Italian 4 Modern America

ROLL CALL VOTE:

<u>MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>	<u>REMARKS</u>
Mr. Anderson	X				
Mrs. Cavallo	X				
Mr. Felten	X				
Ms. Fukushima	X				
Mrs. Kaneaster	X				
Mr. Meo	X				
Mr. Monks	X				
Mr. Muszynski	X				

Mr. Bongiovanni	X				
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**COMMUNITY AFFAIRS/PUBLIC RELATIONS/
ATHLETICS/CO-CURRICULAR ACTIVITIES: (Mrs. Kaneaster)**

The Superintendent recommends that the Board approve the following:

Moved: Mrs. Kaneaster

Second: Mr. Monks

Approved: As per roll call vote.

C1. Fundraisers:

Motion No.	Advisor	Date	Sport/Activity	Explanation of Fundraising Event	Discussion
C1.1	Victoria DeSantis	9/18/2017-10/10/2017	Girls' Helping Girls'	The club members will sell Krispy Kreme donuts and coffee to help raise money for the Girls' Helping Girls' Club.	Proceeds will be deposited into the student activity fund and donated to a local charity.
C1.2	Victoria DeSantis	10/20/2017	Girls' Helping Girls'	Any student who donates a new pair of pajamas for a child or mother who is staying at the Center for Hope and Safety in Paramus can participate in Pajama Day on October 20, 2017.	Donated Pajamas will be donated to a local charity.
C1.3	Victoria DeSantis	11/1-11/27/2017	Girls' Helping Girls'	The girls will sell candy apples from Metro Candy Apple located in Wallington, NJ.	Proceeds will be deposited into the student activity fund and donated to a local charity
C1.4	Jessica O'Driscoll	8/21/2017-9/15/2017	Volleyball Team	The team will be selling a range of clothing and accessories with Becton Volleyball logos to promote school spirit and the team.	Proceeds will be deposited into the student activity fund and used to pay for team shirts.
C1.5	Jessica O'Driscoll	9/27/2017 5:00-9:00 pm	Junior Class	The Junior Class will host a Chipotle event to raise money for the prom. Chipotle will donate 50% of the meal from anyone that eats at the Rt. 17 East Rutherford location on 9/27/2017 when they show a flyer.	Proceeds will be deposited into the student activity fund and used to offset the cost of prom bids.

ROLL CALL VOTE:

<u>MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>	<u>REMARKS</u>
Mr. Anderson	X				
Mrs. Cavallo	X				
Mr. Felten	X				
Ms. Fukushima	X				
Mrs. Kaneaster	X				
Mr. Meo	X				
Mr. Monks	X				
Mr. Muszynski	X				
Mr. Bongiovanni	X				

POLICY & LEGISLATION: (Ms. Fuskushima)

The Superintendent recommends that the Board approve the following:

Moved: Ms. Fukushima Second: Mr. Monks Approve: As per roll call vote.

PO1. Approve and adopt on second reading the following policies and regulations:

BYLAW 0000.02	Introduction	Revised/Mandated
R0000.03	Introduction	Revised/Mandated
P2320	Independent Study Programs	Abolished
P2431	Athletic Competition	Revised/Mandated
P2464	Gifted and Talented Students	Revised/Mandated
P2467	Surrogate Parents and Foster Parents	Revised/Mandated
P2622	Student Assessment	Revised/Mandated
P/R5116	Education of Homeless Children	Revised/Recommended
R5200	Attendance	Revised/Mandated
P/R5330.01	Administration of Medical Marijuana	New/Mandated
R5414	Student Use of Vehicles	Abolished
P5460	High School Graduation	Revised/Mandated
P5465	Early Graduation	Abolished
P7446	School Security Program	New/Recommended
P8350	Records Retention	New/Recommended
P/R8441	Care of Injured and Ill Persons	Revised/Mandated
P8454	Management of Pediculosis	New/Recommended
P/R8630	Bus Driver/Bus Aide Responsibility	Revised/Mandated
P9541	Student Teachers/Interns	Revised/Recommended

- Mr. Anderson questioned P2464, Gifted and Talented Students. He suggested that although this policy is mandated he recommended that it be stated that this program is not offered at Becton.

PO2. Comprehensive Equity Plan:

Be it resolved, that the Board authorize the submission of the Comprehensive Equity Plan Annual Statement of Assurance for School Year 2017-2018. Attachment #5

ROLL CALL VOTE:

<u>MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>	<u>REMARKS</u>
Mr. Anderson	X				
Mrs. Cavallo	X				
Mr. Felten	X				
Ms. Fukushima	X				
Mrs. Kaneaster	X				
Mr. Meo	X				
Mr. Monks	X				

Mr. Muszynski	X				
Mr. Bongiovanni	X				

FINANCE: (Mr. Bongiovanni)

The Superintendent recommends that the Board approve the following:

F1. Approve Nursing Agreement:

Moved: Mr. Bongiovanni Second: Mr. Monks Approved: As per roll call vote.

Be it resolved, that the Board approve the Agreement for Nursing Services between the Carlstadt-East Rutherford Regional Board of Education and Starlight Homecare Agency, Inc d/b/a Star Pediatric Home Care Agency, Teaneck, NJ to provide services for a special needs student at the following rates: Attachment #6

RN \$57.00 per hour
LPN \$47.00 per hour

ROLL CALL VOTE:

<u>MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>	<u>REMARKS</u>
Mr. Anderson	X				
Mrs. Cavallo	X				
Mr. Felten	X				
Ms. Fukushima	X				
Mrs. Kaneaster	X				
Mr. Meo	X				
Mr. Monks	X				
Mr. Muszynski	X				
Mr. Bongiovanni	X				

F2. Concur with the actions of the Superintendent in making the following transfers dated June 30,2017 totaling \$345,844.93 Attachment #7

Moved: Mr. Bongiovanni Second: Mr. Anderson Approved: As per roll call vote.

ROLL CALL VOTE:

<u>MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>	<u>REMARKS</u>
Mr. Anderson	X				
Mrs. Cavallo	X				
Mr. Felten	X				
Ms. Fukushima	X				
Mrs. Kaneaster	X				
Mr. Meo	X				
Mr. Monks	X				
Mr. Muszynski	X				
Mr. Bongiovanni	X				

- F3.** Pursuant to N.J.A.C. 6A:23A-2.11(c) certifies and accepts that as of **June 30, 2017** after review of the appropriate sections of the monthly financial reports of Nicholas Annitti, School Business Administrator/Board Secretary, and the Treasurer of School Monies Report, to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11(b) and that sufficient funds are available to meet the District's financial obligations.

Moved: Mr. Bongiovanni Second: Mr. Anderson Approved: As per roll call vote.

ROLL CALL VOTE:

<u>MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>	<u>REMARKS</u>
Mr. Anderson	X				
Mrs. Cavallo	X				
Mr. Felten	X				
Ms. Fukushima	X				
Mrs. Kaneaster	X				
Mr. Meo	X				
Mr. Monks	X				
Mr. Muszynski	X				
Mr. Bongiovanni	X				

- F4.** Approve the Treasurer of School Monies Report and the Secretary's Report for the month ending **June 30, 2017** which are in agreement and on file in the Board of Education Office.

Moved: Mr. Bongiovanni Second: Mr. Anderson Approved: As per roll call vote.

ROLL CALL VOTE:

<u>MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>	<u>REMARKS</u>
Mr. Anderson	X				
Mrs. Cavallo	X				
Mr. Felten	X				
Ms. Fukushima	X				
Mrs. Kaneaster	X				
Mr. Meo	X				
Mr. Monks	X				
Mr. Muszynski	X				
Mr. Bongiovanni	X				

- F5. Approve the Bill Lists:**

Moved: Mr. Bongiovanni Second: Mr. Anderson Approved: As per roll call vote.

Moved: Second: Approved:

F5.1 Manual Bills List for July 19, 2017: \$ 600.00

F5.2 Bills List for August 23, 2017:

- Ms. Klamerus thanked the Board for allowing her to attend the Anti Bullying, Specialist and Certificate Program seminar. She informed the Board that she will have to set an appointment to train the Board on a bullying issues. It is the law that every be trained every five (5) years. Mrs. Clarke will arrange for Ms. Klamerus to give her presentation.

To Close: Moved: Mr. Felten

Second: Mr. Monks

Approved: Unanimous

ADJOURNMENT INTO EXECUTIVE SESSION: (If necessary)

Moved: Mr. Muszynski

Second: Mr. Felten

Approved: Unanimous

Time: 7:32 p.m.

WHEREAS: the Open Public Meetings Act and the Carlstadt – East Rutherford Regional Board of Education policy reserves the right within the constraints of State Law to sit in Executive Session and **WHEREAS:** there now exists a need for this Board to meet in Executive Session to discuss matters pertaining to **personnel, negotiations and contracts.**

BE IT RESOLVED: that the Carlstadt – East Rutherford Regional Board of Education recess into Executive Session

BE IT FURTHER RESOLVED that the Public will be informed

1. when the Board reconvenes to the regular business portion of the meeting this evening OR
2. at a later date undetermined at this time

MOTION TO ADJOURN THE EXECUTIVE AND RETURN TO THE REGULAR ORDER OF BUSINESS:

Moved: Mr. Felten

Second: Mr. Monks

Approved: Unanimous

Time: 9:00 p.m.

ROLL CALL: Present:

Robert Anderson

Brenda Kaneaster

Tina Cavallo

Fred Meo

Kevin Felten

Dennis Monks

Kathryn Fukushima

Raymond Muszynski

Lawrence Bongiovanni

Louise Clarke, Nicholas Annitti, and Dennis McKeever, Esq., were also present. Renee Engelhardt was not present.

PERSONNEL: (Mr. Felten)

The Superintendent recommends that the Board approve the following 2017-2018 salaries and contracts for the following non- union staff members:

1. Mr. Felten moved, second by Mr. Monks that the Board approve the following:

Be it resolved, that the Board authorize the Business Administrator to submit his 2017-2018 Contract with all the necessary paperwork to the Interim County Superintendent, Nora Peck, for review and approval.

Be it further resolved, that the Board approve the 2017-2018 salary for Mr. Annitti pending the approved of the Interim County Superintendent as follows:

Salary: \$160,546.00

Longevity: \$8,500.00

Total: \$169,046.00

ROLL CALL VOTE:

<u>MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>	<u>REMARKS</u>
Mr. Anderson	X				
Mrs. Cavallo	X				
Mr. Felten	X				
Ms. Fukushima	X				
Mrs. Kaneaster	X				
Mr. Meo	X				
Mr. Monks	X				
Mr. Muszynski	X				
Mr. Bongiovanni	X				

2. Mr. Felten moved, second by Ms. Fukushima that the Board approve the 2017-2018 salary for **Dr. Dario Sforza** as follows:

Salary: \$137,700.00

ROLL CALL VOTE:

<u>MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>	<u>REMARKS</u>
Mr. Anderson	X				
Mrs. Cavallo	X				
Mr. Felten	X				
Ms. Fukushima	X				
Mrs. Kaneaster	X				
Mr. Meo	X				
Mr. Monks	X				
Mr. Muszynski	X				
Mr. Bongiovanni	X				

3. Mr. Felten moved, second by Mr. Muszynski that the Board approve the 2017-2018 salary for **Phil Caputo** as follows:

Salary: \$97,418.00

Longevity: \$2,000.00

Total: \$99,418.00

ROLL CALL VOTE:

<u>MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>	<u>REMARKS</u>
Mr. Anderson	X				
Mrs. Cavallo	X				
Mr. Felten	X				
Ms. Fukushima	X				
Mrs. Kaneaster	X				
Mr. Meo	X				
Mr. Monks	X				

Mr. Muszynski	X				
Mr. Bongiovanni	X				

4. Mr. Felten moved, second by Mrs. Kaneaster that the Board approve the 2017-2018 salary for **Richard Gbaguidi** as follows:

Salary: \$94,693.00

ROLL CALL VOTE:

<u>MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>	<u>REMARKS</u>
Mr. Anderson	X				
Mrs. Cavallo	X				
Mr. Felten	X				
Ms. Fukushima	X				
Mrs. Kaneaster	X				
Mr. Meo	X				
Mr. Monks	X				
Mr. Muszynski	X				
Mr. Bongiovanni	X				

5. Mr. Felten moved, second by Mr. Meo that the Board approve the 2017-2018 salary for **Karyn Trause** as follows:

Salary: \$62,535.00

Longevity: \$2,025.00

Total: \$64,660.00

ROLL CALL VOTE:

<u>MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>	<u>REMARKS</u>
Mr. Anderson	X				
Mrs. Cavallo	X				
Mr. Felten	X				
Ms. Fukushima	X				
Mrs. Kaneaster	X				
Mr. Meo	X				
Mr. Monks	X				
Mr. Muszynski	X				
Mr. Bongiovanni	X				

6. Mr. Felten moved, second by Mrs. Cavallo that the Board approve the 2017-2018 salary for **Michele Tabaka** as follows:

Salary: \$44,000.00

ROLL CALL VOTE:

<u>MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>	<u>REMARKS</u>
Mr. Anderson	X				
Mrs. Cavallo	X				
Mr. Felten	X				
Ms. Fukushima	X				
Mrs. Kaneaster	X				
Mr. Meo	X				
Mr. Monks	X				
Mr. Muszynski	X				
Mr. Bongiovanni	X				

7. Mr. Felten moved, second by Mr. Monks that the Board approve the 2017-2018 for salary **Renee Engelhardt** as follows:

Salary: \$70,239.00

Longevity: \$2,025.00

Total: \$72,264.00

ROLL CALL VOTE:

<u>MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>	<u>REMARKS</u>
Mr. Anderson	X				
Mrs. Cavallo	X				
Mr. Felten	X				
Ms. Fukushima	X				
Mrs. Kaneaster	X				
Mr. Meo	X				
Mr. Monks	X				
Mr. Muszynski	X				
Mr. Bongiovanni	X				

8. Mr. Felten moved, second by Mr. Muszynski that the Board approve the 2017-2018 salary for **Josephine Ciappina** as follows:

Salary: \$76,694.00

ROLL CALL VOTE:

<u>MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>	<u>REMARKS</u>
Mr. Anderson	X				
Mrs. Cavallo	X				
Mr. Felten	X				
Ms. Fukushima	X				
Mrs. Kaneaster	X				
Mr. Meo	X				
Mr. Monks	X				

Mr. Muszynski	X				
Mr. Bongiovanni	X				

9. Mr. Felten moved, second by Ms. Fukushima that the Board approve the 2017-2018 salary for Marc Caprio as follows:

Salary:	\$117,059.00
Supervisor Stipend: (15 Additional Work Days)	\$ 10,000.00
Longevity:	<u>\$ 2,025.00</u>
Total:	\$129,084.00

ROLL CALL VOTE:

<u>MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>	<u>REMARKS</u>
Mr. Anderson	X				
Mrs. Cavallo		X			
Mr. Felten	X				
Ms. Fukushima	X				
Mrs. Kaneaster		X			
Mr. Meo	X				
Mr. Monks	X				
Mr. Muszynski		X			
Mr. Bongiovanni	X				

ADJOURNMENT:

Moved: Mr. Monks Second: Mr. Muszynski Approved: Unanimous Time: 9:20 p.m.

Respectively submitted,

Nicholas Annitti
Board Secretary/Business Administrator

DATE: _____