

**BOARD OF EDUCATION
RIVERDALE, NEW JERSEY**

October 5, 2011

MINUTES FOR WORKSHOP/ACTION MEETING

Board President, **Mr. Shawn Dougherty**, called the Workshop/Action Meeting of the Board of Education of the Borough of Riverdale to order on **October 5, 2011**. The meeting was opened at 7:35 p.m. with a flag salute. Mr. Dougherty then took the roll call.

ROLL CALL:

Present: Kelly Norris, Richard Osterhoudt, Stephen Polizzi, Charles Sheridan, and Shawn Dougherty

Absent: Colleen Tambuscio and Stephen Revis

Also Present: Dr. Betty Ann Wyks, Superintendent and Mr. Gary Grembowiec, Board Secretary/School Business Administrator

Recognition of visitors: There was (1) member of the public in attendance for the meeting.

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

ORAL COMMUNICATION ON AGENDA ITEMS – THIRTY MINUTES

Discussion: None

I. ACTION ITEMS – APPROVAL OF THE FOLLOWING ROUTINE MATTERS:

Mr. Dougherty introduced A – which will be voted on during the public meeting held on September 21, 2011:

A. Approval of meeting minutes as follows:

Workshop/Action Meeting	September 7, 2011
Private Executive Meeting	September 7, 2011
Public Business Meeting	September 21, 2011
Private Executive Meeting	September 21, 2011

FINANCE

Mr. Sheridan introduced B – E which will be voted on during the public meeting held on October 19, 2011:

B. Payroll for the second half of the month of **September, 2011 in the amount \$_____ and the first half month of **October, 2011** in the amount \$_____.**

- C. Approve bills list dated **October 19, 2011** warrants #10881 through #_____ in the amount of \$_____.
- D. Approval of wire transfer to the **State of New Jersey, Division of Pensions and Benefits**, for health and prescription plan premiums for the month of:

October: \$_____

E. The Board Secretary’s and Treasurer’s Reports for the month ended September **30, 2011** as per the attached, in the amount of \$1,659,420.85 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 of the monthly financial report (appropriations section) certifies that, to the best of knowledge, as of **September 30, 2011** no major account or fund has been overexpended 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.

COMMITTEE REPORTS

- Buildings and Grounds**
- Personnel**
- Education**
- Policy**
- Transportation**
- Negotiations**
- Finance**
- QSAC**

- Dr. Wyks commented that it is time to set up meetings to review DPR’s and meet with Buildings and Grounds prior to QSAC visit November 3rd.

II. APPROVAL OF THE FOLLOWING NEW BUSINESS ITEMS:

FINANCE

Mr. Sheridan introduced F1 which will be voted on during the public meeting held on October 19, 2011:

- F1. Approve regular business travel of staff members as defined in Board Policy #3440 at a mileage reimbursement per OMB Guidelines, not to exceed \$500.00 per staff member, for the 2011-2012 school year.

POLICY

Mr. Polizzi introduced L1 and L2, which will be voted on during the public meeting held on October 19, 2011.

- L1. Approval of the following Policies at Second and Final Reading**
 - o **2418.1** Standards-Based Instructional Priorities
 - o **3351** Healthy Workplace Environment
 - o **4351** Healthy Workplace Environment

- L2. Approval of the 2011 *revised* Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials (2011 revision) for the 2011-2012 school year.**

PERSONNEL

Motion by Mr. Sheridan, seconded by Ms. Norris to approve P1.
Discussion: None

P1. Approve award of a .5 Media Specialist contract to **Stefanie Gosse-Batory** at a salary of \$30,125 (\$60,250 pro rated BA+30/Step 13), without benefits, effective October 17, 2011 through June 30, 2012.

Yes: 5 No: 0 Abstain: 0

Motion by Mr. Sheridan, seconded by Ms. Norris to approve P2.
Discussion: None

P2. Approve addition of the following to the 2011-2012 Substitute List:

Name
Donna Antoniello (sub nurse)
Melissa Bohan (sub nurse)

Yes: 5 No: 0 Abstain: 0

EDUCATION

Motion by Ms. Norris, seconded by Mr. Sheridan to approve E1
Discussion: None

E1. 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
10/17/11	Linda Maher	Intermediate Writing Workshop	Secaucus	219.	N/A
*PLUS MILEAGE AND TOLLS IF APPLICABLE					

Yes: 5 No: 0 Abstain: 0

Ms. Norris introduced E2 through E4, which will be voted on during the public meeting held on October 19, 2011.

E2. Approve the following out of district placement and corresponding tuition contract for the 2011-2012 school year, at the **revised** tuition rate listed:

Student #	Placement	Tuition
340371	Kinnelon*	\$72,750
	*Including Extended School Year	

E3. Approve the out of district placements and corresponding contracts, pro rated for the attendance period as listed below:

Student #	Placement	Effective	Through	Annual Tuition Rate
0340130	Chancellor Academy Pompton Plains	Sept. 28, 2011	June 22, 2012	\$53,820
290011	Benway School Wayne	Sept. 27, 2011	June 25, 2012	\$60,538

E4. Approve the 2011-2012 **School Nursing Services Plan**

TRANSPORTATION

Ms. Norris introduced T1 which will be voted on during the public meeting held on October 19, 2011.

T1. Approval of the following transportation contract for the 2011-2012 school year with the **Educational Services Commission of Morris County** as follows:

Type	School	Amount
Non Public	St. Mary's	\$9,707.50
	(*Replaces aid in lieu)	

III. NON-ACTION ITEMS:

- A. Letters and Communications (None) **Mr. Shawn Dougherty**
- B. Superintendent's Report (See attached) **Dr. Betty Ann Wyks**

Enrollment as of September 30, 2011

PreK-8:	342
HS:	101
Option III:	-0-
Academy:	2
Vo-Tech:	19
Out of District:	9

- C. Business Administrator's Report **Mr. Gary Grembowiec**

- Mr. Grembowiec reported on the following items:
 - Child Nutrition verification by September 30, 2011
 - Ed Jobs Fund establishment of accounts and use of funds
 - DRTRS and ASSA October 15th reporting

- D. Information and Questions from Board Members

- E. Oral Communication

- Mr. Dougherty commented on the participation with Pompton Lakes regarding the development of a new website design, costs, administrative control of the website and use by participants which was discussed amongst board members.

IV. FUTURE MEETINGS AND IMPORTANT DATES:

October 19, 2011	Public Business Meeting	7:30 p.m.
November 2, 2011	Workshop/Action Meeting	7:30 p.m.
November 16, 2011	Public Business 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.
2. The matter discussed will be made public when confidentiality is no longer required.

VI. ADJOURNMENT

Motion by Mr. Dougherty, seconded by Mr. Sheridan to approve adjournment from the Workshop/Action Meeting at 7:45 p.m. into executive session.

The Board reconvened at 8:35 p.m. to Public Session.

Motion by Mr. Dougherty seconded by Mr. Sheridan to approve adjournment from the Workshop/Action Meeting at 8:35 p.m.

Respectfully Submitted,

Gary J. Grembowiec
Business Administrator/Board Secretary