

**BOARD OF EDUCATION
RIVERDALE, NEW JERSEY**

September 7, 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 **September 7, 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, Stephen Revis and Shawn Dougherty

Absent: Colleen Tambuscio

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

Recognition of visitors: There were three (3) members 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:

Public Business Meeting	August 24, 2011
Private Executive Meeting	August 24, 2011

FINANCE

Mr. Revis introduced B – E which will be voted on during the public meeting held on September 21, 2011:

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

C. Approve bills list dated **September 21, 2011** warrants #10801 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:

September: \$

- E. The Board Secretary’s and Treasurer’s Reports for the month ended **August 31, 2011** as per the attached, in the amount of \$_____ 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 **August 31, 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

- Mr. Osterhoudt reported on the facility walkthrough and inspection of capital projects by the committee

Personnel No Report

Education No Report

Policy No Report

Transportation No Report

Negotiations

- Mr. Dougherty reported on the delayed opening in Pompton due to flooding conditions

Finance No Report

QSAC

- Dr. Wyks reported preparations are underway

II. APPROVAL OF THE FOLLOWING NEW BUSINESS ITEMS:

POLICY

Mr. Polizzi introduced L1 through L3, which will be voted on during the public meeting held on September 21, 2011.

L1. Approval of the following Policies/Regulations at First and Final Reading:

- **3321** Acceptable Use of Computer Network(s)/Computers and Resources by Teaching Staff Members (Reg.)
- **6150** Tuition Income (Policy)
- **4250** Working Periods (Policy)
- **6820** Financial Reports (Policy)
- **9541** Student Teacher/Interns (Policy)

L2. Approval of the following Policies at Second and Final Reading:

- **6311** Contract for Goods or Services Funded by Federal Grants
- **8468** Crisis Response

L3. Approval of the following Policies at First Reading

- **2418.1** Standards-Based Instructional Priorities
- **3351** Healthy Workplace Environment
- **4351** Healthy Workplace Environment

Motion by Mr. Polizzi, seconded by Mr. Revis to approve L4

Discussion: None

L4. Approval of the following Job Descriptions at First Reading

- **Athletic Coordinator**
- **Coaching Positions - Basketball, Baseball and Softball**
- **School Nurse**

Yes: 6 No: 0 Abstain: 0

PERSONNEL

Mr. Sheridan introduced P1 and P2, which will be voted on during the public meeting held on September 21, 2011.

P1. Approve award of a .5 Media Specialist contract to _____ at a salary of \$_____ (\$_____ pro rated BA/Step __), without benefits, effective _____ through June 30, 2012, **on an emergent basis**, pending receipt of a favorable criminal history review and appropriate certification.

P2. Approve the award of a contract to _____ as a non-certified, non-tenured part-time aide, without benefits, from _____ through June 21, 2012, at a rate of \$_____ per hour for time actually worked, not to exceed 25 hours per week, **on an emergent basis**, pending receipt of a favorable criminal history review.

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
10/18/11	Alyssa Radomski	Reading, Writing and the Common Core	Secaucus	199.	N/A
*PLUS MILEAGE AND TOLLS IF APPLICABLE					

Yes: 6 No: 0 Abstain: 0

Ms. Norris introduced E2 through E4, which will be voted on during the public meeting held on September 21, 2011.

- E2.** Approval of the estimated tuition cost for Riverdale students attending **Morris County Vo-Tech/Academy** for the 2011-2012 school year, calculated at the estimated per pupil cost of \$9,116 multiplied by the estimated enrollment of 20, for a total of \$182,320 with the actual enrollment adjustments to be reflected on monthly invoices.
- E3.** Approve the designation of the first week in October as “**Week of Respect**”, in accordance with Harassment, Intimidation and Bullying regulations.
- E4.** Approve acceptance of **EVRS Summary Report** for the 2010-2011 school year, as presented by Dr. Betty Ann Wyks, Superintendent.

Motion by Ms. Norris, seconded by Mr. Sheridan to approve E5

Discussion: None

E5. Approve the approximate tuition rate and corresponding tuition contract effective September 2, 2011 through June 25, 2012 as listed below for the 2011-2012 school year:

Student #	Placement	Tuition
340368	ECLC, Ho-Ho-Kus	\$41,185.80

Yes: 6 No: 0 Abstain: 0

TRANSPORTATION

Motion by Ms. Norris, seconded by Mr. Polizzi to approve T1

Discussion: None

T1. Approve the contract with **Passaic County Educational Services Commission** for the 2011-2012 school year transportation of Student #340327 (including aide) to PG Chambers for the period September, 2011 through June 12, 2012 in the amount of \$14,189.89.

Yes: 6 No: 0 Abstain: 0

Motion by Ms. Norris, seconded by Mr. Polizzi to approve T2

Discussion: None

T2. Approve the contract with **Morris County Education Services Commission** for the 2011-2012 school year transportation of Student 340368 to ECLC, Ho-Ho-Kus for the period September, 2011 through June 2012 in the amount of \$17,100.

Yes: 6 No: 0 Abstain: 0

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 2, 2011

PreK-8:	335
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 development and distribution of the Child Nutrition Packets and transportation routes for 2011-2012.

- D. Information and Questions from Board Members

- E. Oral Communication

IV. FUTURE MEETINGS AND IMPORTANT DATES:

September 21, 2011	Public Business Meeting	7:30 p.m.
October 5, 2011	Workshop/Action Meeting	7:30 p.m.
October 19, 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. Revis to approve adjournment from the Workshop/Action Meeting at 7:55 p.m. into executive session.

The Board reconvened at 8:25 p.m. to Public Session.

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

Respectfully Submitted,

Gary J. Grembowiec
Business Administrator/Board Secretary