

RIVERDALE BOARD OF EDUCATION
RIVERDALE, NEW JERSEY

March 18, 2024
7:00 p.m.

AGENDA FOR PUBLIC BUSINESS MEETING

FORMAL ACTION WILL BE TAKEN AT THIS MEETING

I. Call meeting to order/Flag Salute

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

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 Record-News Herald on (March 12, 2024) and The Trends (March 13, 2024) with copies posted in the Riverdale School, Municipal Building, Town Library, filed with the Clerk of the Borough of Riverdale, and on the Riverdale School website. This meeting is being recorded.

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

III. Roll Call

BOARD MEMBERS	Mrs. Ferrara	Mrs. Stone	Mr. Hatzel	Mrs. Nadiroglu	Mr. Hamilton	Mrs. Miceli	Mrs. Thomas
PRESENT							
ABSENT							

OTHERS	Mr. Gutierrez, Superintendent	Mrs. Vicale, BA/Bd. Sec’y	Mr. Sernatinger, Principal	Mrs. DiLorenzo, Super. Special Services	Board Attorney
PRESENT					
ABSENT					

Board President- Mission Statement

The ultimate goal for our students is to achieve individual academic success by being self-directed, self-disciplined, and responsible. It is the expectation of this school district that all pupils achieve the New Jersey Student Learning Standards, at all grade levels.

IV. Presentation:

- Student Recognition Superintendent’s List – 2nd Marking Period of the 2023-2024 school year.
- Pre-K Lottery

V. Recognition of visitors:

VI. Superintendent’s Report - Jayson Gutierrez

VII. Committee Reports

Committee	Chairperson
Finance	Marybeth Thomas
Personnel	Ann Marie Nadiroglu
Policy	Russell Hatzel
Technology/Facilities/Transportation (TFT)	Alexis Stone
Curriculum/Instruction/Special Services (CISS)	Kathleen Miceli
Health/ Safety	Keith Hamilton
Pompton Lakes Liaison	Ann Marie Nadiroglu

VIII. Oral Communication on Agenda Items only. (Thirty Minutes)

At this portion of the meeting, time has been allotted for public comment by members of the public. Each participant shall be limited to no more than five (5) minutes duration. When recognized by the President, please state your name, address, and group, if any, that you represent 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.

IX. Approval of Minutes

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

I would like to make a motion to approve the following:

Public Business Meeting	February 15, 2024
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Addendum

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

I would like to make a motion to approve the following:

Special Meeting	February 29, 2024
Executive Meeting	February 29, 2024

Discussion:					
BOARD MEMBER	MOTION BY	SECONDED BY	AYE	NAY	ABSTAIN

Mrs. Ferrara					
Mrs. Stone					
Mr. Hatzel					
Mrs. Nadiroglu					
Mr. Hamilton					
Mrs. Miceli					
Mrs. Thomas					

X. Committees

FINANCE - Mrs. Thomas

It is recommended by the Superintendent and the Business Administrator that the Board of Education approve the following item(s).

I would like to make a motion to approve **Finance** item(s), A-K.

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

Payroll for the period ending 2/29/2024	\$192,327.25
Payroll for the period ending 3/15/2024	\$249,383.45
Bills list dated Feb 20, 2024 Warrant(s) #20924 through 20941	\$42,279.22
Bills list dated Feb 22, 2024 Warrant(s) #20942 through 20943	\$2,080.00
Bills list dated Feb 23, 2024 Warrant(s) #20944 through 20946, 317	\$4,105.40
Bills list dated Feb 29, 2024 Warrant(s) #20947 through 20970, 318	\$42,605.19
Bills list dated March 5, 2024 Warrant(s) #232 through 234, 153 through 155	\$6,749.67
Bills list dated March 18, 2024 Warrant(s) #20971 through 21001, 319 through 321	\$214,080.03
VOID Check Feb 26, 2024 #20865, #312	\$4,972.49
VOID Check Feb 26, 2024 #20583	\$24.05
Health/Prescription Plan Premiums (SEHBP) for March	\$86,449.84

B. Approval of Transfer of Funds

Approve the attached line item transfers for January 2024.

C. Approval of Financial Reports- January 2024

Approve the Board Secretary’s and Treasurer’s Reports for the month ending January 31, 2024. 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. Appointment of Board Attorney for Special Education

WHEREAS, the law firm of Cornell, Merlino & Osborne, LLC has the expertise and experience to provide professional services to the Board of Education (hereinafter referred to as the “Board”); and

WHEREAS, the Board is desirous of appointing the law firm of Cornell, Merlino & Osborne, LLC, to provide Special Education legal services to the Board;

NOW, THEREFORE, BE IT RESOLVED that the Board appoints the law firm of Cornell, Merlino, McKeever & Osborne, LLC as Board Attorneys at the rate of \$170 an hour for the 2023-2024 school year in accordance with the terms and conditions set forth in the agreement which shall be maintained on file in the Business (BOE) Office. The Board President and the Board Secretary are hereby authorized to execute the Agreement and any and all other documents necessary to effectuate the terms of this resolution. The Board Secretary is hereby directed to publish a notice of this award in the official newspaper of the Board.

E. Appointment of Board Attorney for General Counsel

WHEREAS, the law firm of Chasan, Lamparello, Mallon & Cappuzzo, PC has the expertise and experience to provide professional services to the Board of Education (hereinafter referred to as the “Board”); and

WHEREAS, the Board is desirous of appointing the law firm of Chasan, Lamparello, Mallon & Cappuzzo, PC to provide legal services in general, construction, and labor matters to the Board;

NOW, THEREFORE, BE IT RESOLVED that the Board appoints the law firm of Chasan, Lamparello, Mallon & Cappuzzo PC as Board Attorneys at the rate of \$170 an hour for the 2023-2024 school year in accordance with the terms and conditions set forth in the agreement which shall be maintained on file in the Business (BOE) Office. The Board President and the Board Secretary are hereby authorized to execute the Agreement and any and all other documents necessary to effectuate the terms of this resolution. The Board Secretary is hereby directed to publish a notice of this award in the official newspaper of the Board.

F. Approval of ESEA Amendment

Approve additional ESEA FY 24 funds in the following amounts:

Grant	Amount
Title IA	\$2,784
Title II	\$617
Title IV	\$3,974
Total	\$7,375

G. Approval of Tentative Budget

RESOLVED that the tentative budget for the Riverdale Public School District for the 2024-2025 School Year be approved inclusive of the 2024-2025 state aid figures of \$652,735 and \$65,600 for anticipated Extraordinary Aid, as follows:

	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2024-2025 Total Expenditures	\$10,870,247	\$129,183	\$1,060,366	\$12,059,796
Less: Anticipated Revenues	\$1,785,905	\$129,183	\$230,396	\$2,145,484
Local Tax Levy to be Raised	\$9,084,342	\$0	\$829,970	\$9,914,312

BE IT FURTHER RESOLVED, that the Business Administrator/Board Secretary be authorized to submit the tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline; and

BE IT FURTHER RESOLVED, that upon approval by the Executive County Superintendent of Schools, said tentative budget be advertised in the Record in accordance with the form established by the New Jersey Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a meeting is held at Riverdale School in the Library/Media Center, 52 Newark Pompton Turnpike, Riverdale, New Jersey on April 25, 2024, at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2024-2025 school year.

H. Maximum Travel for 2024-2025

BE IT RESOLVED, that the Riverdale Board of Education (hereinafter referred to as the “Board”) hereby approves any travel and related expenses for regular school district business as defined in Policy 6471, for the 2024-2025 school year, incurred by any Riverdale School District employee for travel within the State of New Jersey, as well as allowable reimbursement for same, where such travel and related expenses have been previously approved in writing by the Superintendent of Schools, and where the Superintendent of Schools has determined such travel and related expenses to be: (1) educationally necessary and fiscally prudent; (2) directly related to and within the scope of the employee’s current responsibilities; (3) promoting the delivery of instruction or the efficient operation of the Riverdale School District,

BE IT FURTHER RESOLVED, in accordance with the Accountability Regulations and pursuant to N.J.A.C. 6A:23A7.3, the Riverdale Board of Education approves an annual maximum travel expenditure

in the amount of \$25,000 for the 2024-2025 school year. The 2023-2024 school year had established a pre-budget year amount of \$15,000 with approximately \$12,779.95 expended to date.

I. Approval of Tuition Reserve Withdrawal

BE IT RESOLVED that the Board of Education includes in the budget a tuition reserve withdrawal in the amount of \$100,000 for the purpose of out-of-district tuition.

Addendum

J. Approval of Capital Reserve Withdrawal

BE IT RESOLVED that the Board of Education includes in the budget a capital reserve withdrawal in the amount of \$280,000 for the purpose of roof replacement.

K. Approval of Maintenance Reserve Withdrawal

BE IT RESOLVED that the Board of Education includes in the budget a maintenance reserve withdrawal in the amount of \$100,000 for the purpose of boiler and HVAC repairs.

Discussion:					
BOARD MEMBER	MOTION BY	SECONDED BY	AYE	NAY	ABSTAIN
Mrs. Ferrara					
Mrs. Stone					
Mr. Hatzel					
Mrs. Nadiroglu					
Mr. Hamilton					
Mrs. Miceli					
Mrs. Thomas					

PERSONNEL - Mrs. Nadiroglu

It is recommended by the Superintendent and the Business Administrator that the Board of Education approve the following item(s).

I would like to make a motion to approve **Personnel** item(s), A-N.

A. Approval of Approval of the Revised Job Description(s)

Description(s)
Aide
Facilities Manager/Head Custodian

B. Approval of Resignation

Approve the resignation for the following personnel:

Employee ID #	Effective Date
1120	March 22, 2024
1306	March 8, 2024

C. Amendment of the Approval of Resignation

Approve the resignation, for the following personnel:

Employee ID #	Effective Date From:	Effective Date To:
16115378	January 23, 2024	January 18, 2024

D. Approval of Leave of Absence

Be It Resolved that a leave of absence be approved for the following Personnel.

Employee #	Effective From	Effective Through on or about	Description
1016	2/5/2024	3/19/2024	Medical Leave
1038	3/4/2024	3/13/2024	Medical Leave

E. Approval of the following staff to attend the Pocono Valley field trip

Approve appointments of the following chaperones for the 8th-grade trip to Pocono Valley at the contractual rate of \$199 per night:

Chaperone Name	Dates (two days one night)
Caitlin Jenkins (Nurse)	6/10/24 - 6/11/24

*Full payment pending completion of the event.

F. Approval of Movement for the Following Staff

Name	From:	To:	Date(s)
Jillian Iparraguirre	Aide	Long-Term Substitute Leave Replacement	2/6/24 - on or about 4/5/24

G. Approval of Curriculum Writing

Approve the following teacher to receive a stipend for the 23-24 school year for an amount NTE \$400 or 8 hours per completed curriculum.

Name	Subject	Grade
Susan Mittler	ESL	2-3
Susan Mittler	ESL	4-5

H. Approval of Additional Compensation

Appointment of the following personnel, at the contractual rate*, for extra-curricular activities for the 2023-2024 school year as noted below:

	Employee	Position	Hours NTE
1	Jill Small	Science Fair	2
2	Karen Goldberg	Art Show Coordinator	2
3	Randy Hanas	Art Show	2
4	Marianne McCarthy	Art Show	2

*Full payment pending completion of the event.

I. Approval of Additional Hours

Name	Hours/Amount
Cathleen Mendes	10 Hours NTE \$250

J. Approval of the Following After School Detention Monitors

Approve the following staff members:

Name	NTE 5 Hours
Eugene Ciz	\$50.00 (an hour) prorated
Eileen DeFilippis	\$50.00 (an hour) prorated
Eric Klein	\$50.00 (an hour) prorated
Linda Maher	\$50.00 (an hour) prorated
Michele Miller	\$50.00 (an hour) prorated
Kathleen Paldino	\$50.00 (an hour) prorated
Jeannette Sterbinsky	\$50.00 (an hour) prorated

K. Approval of Reimbursement

Approve the one time reimbursement for criminal history review for the following staff member(s):

Name	NTE
Kristen Caufield	\$30.37

L. Approval of Substitute(s)

Approval of the following to the 2023-2024 substitute list; pending criminal history review.

Name
Ryan Osborne

M. Rescind the Movement on the Salary Guide

Rescind the approval of the movement of the following for the 2024-2025 school year; pending completion of required courses as per the ratified agreement..

NAME	MOVEMENT
Bridget Brewer	FROM: BA ST 21
	TO: BA+15 ST 21

Addendum

N. Approval of Student Teacher Hours

Approval of the following student teacher clinical hours.

Name	Staff Member	Semester/Hours	Course Title
Vitore Riess	Jennifer Esposito	Spring/ 90 hours	LDTTC Clinical Internship

Discussion:					
BOARD MEMBER	MOTION BY	SECONDED BY	AYE	NAY	ABSTAIN
Mrs. Ferrara					
Mrs. Stone					
Mr. Hatzel					
Mrs. Nadiroglu					
Mr. Hamilton					
Mrs. Miceli					
Mrs. Thomas					

POLICY - Mr. Hatzel

It is recommended by the Superintendent and the Business Administrator that the Board of Education approve the following items.

I would like to make a motion to approve **Policy** item(s), A-B.

A. Approval of the Comprehensive Equity Plan

WHEREAS the Riverdale Board of Education is required by the New Jersey State Department of Education to ensure quality public education, and

WHEREAS the Riverdale Board of Education is required to meet the Federal and State mandates regarding educational opportunity and equity, and

NOW THEREFORE BE IT RESOLVED that the Riverdale Board of Education continues to fully implement the NJDOE approved 2019-2022 Comprehensive Equity Plan through the 2023-2024 school year.

Addendum

B. Approval of the First Reading of the Following Policie(s)/Regulation(s).

Bylaw	Policy Number	Regulation Number	Bylaw/Policy/Regulation Name
		2646	Gifted and Talented Students

<u>Discussion:</u>					
BOARD MEMBER	<u>MOTION BY</u>	<u>SECONDED BY</u>	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
Mrs. Ferrara					
Mrs. Stone					
Mr. Hatzel					
Mrs. Nadiroglu					
Mr. Hamilton					
Mrs. Miceli					
Mrs. Thomas					

TECHNOLOGY/FACILITIES/TRANSPORTATION - Mrs. Stone

It is recommended by the Superintendent and the Business Administrator that the Board of Education approve the following item(s).

I would like to make a motion to approve TFT item, **None**

CURRICULUM/INSTRUCTION/SPECIAL SERVICES - Mrs. Miceli

It is recommended by the Superintendent and the Business Administrator that the Board of Education approve the following items.

I would like to make a motion to approve CISS item(s), A-H.

- A. Approval of the 2024-2025 School Calendar.**
- B. Approval of the 2023-2024 Revised School Calendar.**
- C. Approval of the District 2023-2024 District Mentoring Plan**
- D. Retroactive Approval of School Safety Data System**

Be It Resolved, That the Riverdale Board of Education approves the 2022-2023 School Safety Data System (SSDS) Incident, Training and Programs District Report for Period 1 (January 1, 2023 to June 30, 2023) as submitted to the New Jersey Department of Education.

E. Approval of the Following Curriculum

	Subject	Grade
1	ESL	2-3
2	ESL	4-5

F. Approve the 2024 Extended School Year Dates

Approve the 2024 Extended School Year (ESY), Basic Skills Instruction (BSI) Academy, and the Summer Learning Academy dates and classes as follows. All programs/classes are dependent upon sufficient enrollment and staffing:

Dates	ESY Classes	BSI Academy/Summer Learning
July 1, 2024, through July 30, 2024 (No ESY on 7/5/24)	Preschool	Incoming 1st through incoming 8th-grade students
	LLD I	
	Resource	
	Multiple Disabilities	

G. Approval of the Following Curriculum

Subject	Grade	Cost
Spanish	K-5	\$39.00 monthly
Somos Spanish	6-8	\$402.99

H. Attendance at Conferences, Conventions, and Workshops

Approve the reimbursement of 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 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*	Overnight Fees	Substitute Required
5/21/24	Lynn Hutman	NJASBO Admin. Assistant Workshop	Whippany, NJ	\$138.35	NA	No
5/21/24	Cathleen Mendes	NJASBO Admin. Assistant Workshop	Whippany, NJ	\$138.35	NA	No
3/20/24	Deborah Malatak	Class Link NJ User Group	Clifton, NJ	\$14.10	NA	Yes

***PLUS MILEAGE AND TOLLS IF APPLICABLE**

Discussion:

<u>BOARD MEMBER</u>	<u>MOTION BY</u>	<u>SECONDED BY</u>	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
Mrs. Ferrara					
Mrs. Stone					
Mr. Hatzel					
Mrs. Nadiroglu					
Mr. Hamilton					
Mrs. Miceli					
Mrs. Thomas					

HEALTH AND SAFETY - Mr. Hamilton

It is recommended by the Superintendent and the Business Administrator that the Board of Education approve the following items.

I would like to make a motion to approve **Health and Safety** item(s), **None**

XI. Enrollment

PreK-8	286
PLHS - Tuition	117
Academy/Vo-Tech	18
Out of District (Prek-8th grade)	3
Out of District (9th grade +)	8
Charter	0
Home Instruction	1
School Choice	1

XII. Oral Communication (thirty Minutes)

Time has been allotted for public comment by members of the public. Questions, at this time, do not have to be confined to agenda items. Each participant shall be limited to no more than five (5) minutes duration. When recognized by the President, please state your name, address, and group, if any, that you represent.

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."

XIII. Letters and Communications- Board President

XIV. Information and Questions from Board Members

XV. Future Meeting and Important Dates

April 25, 2024	Public Budget Hearing	7:00 p.m.
May 14, 2024	Public Business Meeting	7:00 p.m.

XVI. 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

- Personnel
- Contracts
- Student Matter(s)
- Legal

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 _____.
2. The matter discussed will be made public when confidentiality is no longer required.

XVII. Adjournment