

The Randolph Township Board of Education held a Business Session meeting on Tuesday, December 19, 2019 at 7:15 pm Randolph High School Library, 511 Millbrook Avenue, Randolph, New Jersey.

### **CALL TO ORDER**

Board President Ronald Conti called the meeting to order and read the following 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 this Act, the Randolph Township Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted in The Daily Record. It is also posted in all district schools as well as the Randolph Township Municipal Building.

### **ROLL CALL**

The following Board members were present: Ms. Susan DeVito, Mr. Joseph Faranetta, Ms. Tammy Mackay, Ms. Allison Manfred, Ms. Dorene Roche, Dr. Robert A. Soni, Ms. Jeanne Stifelman, and Mr. Ronald Conti.

The following administrators were present: Miss Jennifer Fano, Superintendent, Mr. Gerald M. Eckert, School Business Administrator/Board Secretary, Mr. Stephen Frost, Assistant Business Administrator/Assistant Board Secretary, Board Counsel Marc H. Zitomer was also present.

### **EXECUTIVE CLOSED SESSION** – 7:20 pm

Board Vice President Joseph Faranetta moved a motion seconded by Allison Manfred to go into Executive Closed Session. Board members present all in favor.

**BE IT RESOLVED**, in accordance with N.J.S.A. 10:4-12 and 10:4-13 that the Board of Education of the Township of Randolph will hold a Closed Session regarding Personnel, Negotiations, Litigation and matters of Attorney-Client privilege. It is not yet possible to determine when the matters discussed in Closed Session will be made public.

The Board reconvened to public session at 8:00 pm

### **PLEDGE OF ALLEGIANCE**

Director of Communications and Digital Media Matthew Pfouts was also present.

### **REVIEW AND APPROVAL OF MINUTES** - None

## CORRESPONDENCE – None

## UPDATES, REPORTS AND PRESENTATIONS

### Maschio's Food Service Presentation

Katie Filosa, Director of Field Supervision from Maschio's, led a presentation on the district's food service operation.

Mr. Conti asked about whether containers used were recycled. This program is dependent on kids utilizing recycling bin.

Dr. Soni asked about reusable trays. Ms. Filosa discussed the need for dishwashers across the district to utilize reusable trays.

Ms. MacKay asked about vegetarian menus and if those were done at each building. Ms. Filosa replied that each building has a vegetarian menu available and it varies based on the students.

Mr. Conti asked everyone to name highlights from 2019.

Ms. Manfred selected the selection of Randolph Middle School as a School to Watch and read the following statement:

*Randolph Middle School being selected as a "School to Watch"*

*RMS is the 10<sup>th</sup> school in the state to receive this designation and the only school in New Jersey recognized this year.*

*"Schools to Watch" are recognized for their best practices and continued journey towards excellence.*

*Four areas of consideration are:*

- o **Academic excellence** - *The curriculum emphasizes deep understanding of important concepts and the development of essential skills for life success. All students are held to high standards of academic rigor and performance.*
- o **Developmental responsiveness** - *Our mission is Educate the Whole Child. Adolescent mental health is vital to student success. We believe parents are partners in school success. Middle school is a time of exploration in curricular and extra-curricular activities.*
- o **Social equity** - *Individuals treat others the way they want to be treated is*

*tenet one of our vision. RMS is a full-inclusion model for all special education students. Our motto: A better school, a better world stresses community service locally and internationally.*

- o ***Organizational structure/support-*** *All adults in the building are valued and have a voice on strategies and ideas for improving culture, community, and curriculum. Our values are: Academics, The Learning Environment, Mental & Physical Wellness, and Social & Emotional Development. The school supports and partners with local and state agencies for the support of families and children.*

*Shows the incredible direction and leadership we have in the district and at the middle school.*

*Personal note, my daughter began RMS this year and my son will be there in a few years, so it is something as a parent that you are thrilled to see.*

Ms. MacKay discussed building a strong personnel infrastructure, including hiring Ms. Fano and supporting her vision for the district. The district has created a strong process for hiring, and are attracting and hiring extremely talented teachers and administrators as well as staff employees who have skill sets that add value to our district. She also noted the strong budget process and developing a strategic budget.

Ms. Fano discussed what the district was doing for social and emotional learning for students, but also wellness for staff. She noted the district opening day presentation by Priya Parker, and the staff professional development day in October with Trevor Muir. She continues to be inspired by the Board's commitment to support every individual.

Mr. Faranetta discussed the leadership and vision that the Board has had to support the administration with. He discussed seeking long-range plan has been beneficial to support the Board's operation.

Ms. Stifelman discussed the district goal to "Sustain Positive Learning Environments". She discussed a district change years ago to eliminate keyboarding as a separate class. She noted hearing about mindfulness initiatives across the district, and hearing from students the positive reception to having mindfulness built into their classes.

Dr. Soni discussed the district goal to "Pursue Academic Excellence" and the students excelling in AP testing. Four hundred students took the exams last year, a great increase over ten years. He also discussed students who want to earn college credit but do not want to take AP courses, and discussed the dual enrollment program the district has started.

Ms. DeVito discussed the various safety measures across the district. She noted communication with Randolph Police, security vestibules, and three-point safety belts

in school busses.

Mr. Conti discussed his highlights in the following statement:

*Thank you for sharing a highlight from this past year. With so many amazing things, happening on the district, and as such it is hard to pick the highlight—"the best".*

*After reflecting on 2019, I chose two highlights, although not directly "accomplishments", many things in the district would not occur without them--the administration and the Board of Ed.*

*Jenn and the Administrators' vision, dedication and passion is infused throughout the district—in the curriculum, in the quality of our graduates and in the desire to make tomorrow better than today. It is not an easy thing to do, but somehow, they manage to do it and have a smile on their faces.*

*Being on the BOE, there are many rules of thumb—we are each one of nine; no vote counts more than another; we don't run the district we make sure it's well run. As President, I have seen more than ever before how individually and as a full board we strive to embody those ideas. We take time to celebrate our own successes and successes of the District; and we work together to overcome obstacles headfirst. We are not afraid to share our viewpoints even though we know others might not agree with us, and we appreciate other viewpoints.*

*I am proud of what we have accomplished and look forward to what 2020 will bring us.*

*With that, I would like to say that I would not be seeking to be president next year. I am grateful for the past two years and, who knows, maybe in the future the opportunity will present itself again. At the reorg meeting, I plan to nominate Joe and Tammy for President and VP.*

Ms. Fano discussed the partnership for dual enrollment with County College of Morris and the ceremony held earlier in the day to celebrate the partnership.

## **STUDENT COUNCIL REPRESENTATIVE REPORT**

### **COMMITTEE REPORTS**

*Communications:* Mr. Faranetta – None

*Education:* Ms. Manfred - None

*Finance, Facilities and Transportation:* Ms. MacKay

-the committee met tonight. Reviewed the budget timeline, and the new committee will begin putting dates on the calendar to meet budget deadlines. The Board will vote on a motion tonight to appoint a contractor for blasting at the fieldhouse. The architect is finalizing plans for the science room project with a projected bid date of January. There are twelve busses left to have bus cameras installed, and there have been forty-five violations so far. There were discussions about delivering a rate structure for the Community School and reinvesting into the spaces the Community School uses. Ms. DeVito asked if the figure for blasting was in line with the budget, and Mr. Eckert replied that it was.

*Personnel:* Ms. MacKay

-the payout for the earned sick leave law is on for approval tonight.

*Policy:* Mr. Conti - None

*Negotiations:* Ms. DeVito

- Teamsters negotiation is still underway.

## **LIAISON REPORTS**

## **PUBLIC STATEMENT**

A resident discussed an allergy issue noted in the evening's Maschio's presentation and a cross-contamination issue that caused her daughter to have an allergy attack.

A resident thanked the Board members for their work and discussed the work being done to improve the vegetarian options across the district.

## **OLD BUSINESS**

## **NEW BUSINESS**

*Motions:*

Personnel Motions 1-6

Education Motions 1-3

Finance, Facilities and Transportation Motions 1-9

Policy Motion 1

**PERSONNEL AND ADMINISTRATION 1 – 6 v2**

**DECEMBER 19, 2019**

Revised: 12-19-19

**Pursuant** to the recommendation of the Superintendent of Schools, and on behalf of the Personnel Committee, Board member Tammy MacKay moved a motion seconded by Board Vice President Joseph Faranetta and unanimously carried by a roll call vote to approve Personnel and Administration Motions 1-6. Motions passed.

## **1. RESIGNATIONS**

### **A. Support Staff**

1. Accept the resignation of Alexandra Otsubo, Paraprofessional at Shongum School, effective December 20, 2019.

## **2. APPOINTMENTS**

### **A. Certificated Staff**

1. Approve to extend the appointment of Kalee Green, Leave Replacement Elementary School Teacher at a rate of \$270.70 per day effective January 2, 2020 through June 30, 2020 for the 2019-2020 school year; be it further resolved this extended position will be at Fernbrook School.

2. Approve the appointment of the following Substitute Teachers at the rate of \$95 per day for the 2019-2020 school year in accordance with the list below; pending CHRU clearance, completed employment paperwork and P.L. 2018, c.5 confirmation:

Max Edwards

Kristin D'Alconozo

Amanda Downtain

Henry Hill

Scott Levine

3. Approve the appointment of the following Substitute Nurses at the rate of \$170 per day for the 2019-2020 school year in accordance with the list below; pending CHRU clearance, completed employment paperwork and P.L. 2018, c.5 confirmation:

Jane Rivers

4. Approve the appointment of Henry Hill, Leave Replacement Teacher of Mathematics at Randolph Middle School, at a rate of \$270.70 per day, effective on or about January 31, 2020 through June 30, 2020 for the 2019-2020 school year; pending CHRU clearance, completed employment paperwork and P.L. 2018, c.5 confirmation.

5. Adjust the appointment of Maria Fairfield, Leave Replacement Teacher of Chemistry at Randolph High School, to reflect a daily rate of \$270.70 per day for the length of the assignment for the 2019-2020 school year.

### **B. Support Staff**

1. Approve that appointment of Christina Creighton, Paraprofessional at Ironia School, at a salary of \$23,299 to be prorated based on start date, effective January 6, 2020 through June 30, 2020 for the 2019-2020 school year.

2. Approve the appointment of the following Substitute Custodians at the rate of \$12.50 per hour for the 2019-2020 school year in accordance with the list below; pending CHRU clearance, completed employment paperwork and P.L. 2018, c.5 confirmation:

Paula Villada

3. Approve the appointment of the following Substitute Secretaries at the rate of \$12.00 per hour for the 2019-2020 school year in accordance with the list below; pending CHRU clearance, completed employment paperwork and P.L. 2018, c.5 confirmation:

Meenakshi Mishra

4. Approve the appointment of the following Substitute Café/Recess Aides at the rate of \$12.00 per hour for the 2019-2020 school year in accordance with the list below; pending CHRU clearance, completed employment paperwork and P.L. 2018, c.5 confirmation:

Meenakshi Mishra

5. Approve that appointment of Abram Kazaba, Paraprofessional at Randolph Middle School, at a salary of \$23,299 to be prorated based on start date, effective on or about January 2, 2020 through June 30, 2020 for the 2019-2020 school year; pending CHRU clearance, completed employment paperwork and P.L. 2018, c.5 confirmation.

6. Approve the appointment of Joseph Pascale, Bus Driver, at a salary of \$26,240 to be prorated based on start date, effective on or about January 2, 2020 through June 30, 2020 for the 2019-2020 school year; pending CHRU clearance, completed employment paperwork and P.L. 2018, c.5 confirmation; be it further resolved that salary may be adjusted upon completion of negotiations.

7. Approve that appointment of Cynthia Cabatic, Paraprofessional at Ironia School, at a salary of \$23,299 to be prorated based on start date, effective on or about January 2, 2020 through June 30, 2020 for the 2019-2020 school year; pending CHRU clearance, completed employment paperwork and P.L. 2018, c.5 confirmation.

8. Approve that appointment of Jack Lamont, Paraprofessional at Ironia School, at a salary of \$23,299 to be prorated based on start date, effective on or about January 2, 2020 through June 30, 2020 for the 2019-2020 school year; pending CHRU clearance, completed employment paperwork and P.L. 2018, c.5 confirmation

### **3. LEAVES OF ABSENCE**

## A. Certificated Staff

1. Approve that Employee I.D. #6854, identified on Schedule A, be placed on a paid medical leave of absence with benefits using sick days effective January 2, 2020 through approximately February 27, 2020; be it further resolved the entire leave is with benefits.
2. Approve that Employee I.D. #6928, identified on Schedule B, be placed on a paid medical leave of absence using sick days effective on or about February 10, 2020 through approximately March 13, 2020, followed by an unpaid FMLA leave of absence effective on or about March 14, 2020 through approximately March 26, 2020, followed by an unpaid NJFLA leave of absence effective on or about March 27, 2020 through June 30, 2020; be it further resolved the entire leave is with benefits.
3. Approve that Employee I.D. #4243, identified on Schedule C, be placed on a paid medical leave of absence using sick days, effective December 10, 2019 through January 9, 2020 followed by an unpaid FMLA leave of absence effective January 10, 2020 through approximately February 9, 2020, with an anticipated return date of February 10, 2020; be it further resolved the entire leave is with benefits.
4. Approve that Employee I.D. #5774, identified on Schedule D, be placed on a paid medical leave of absence using sick days effective November 22, 2019 through January 3, 2020 followed by an unpaid FMLA leave of absence effective January 4, 2020 through approximately February 2, 2020 with an anticipated return date of February 3, 2020; be it further resolved the entire leave is with benefits.
5. Approve that Employee I.D. #5811, identified on Schedule K, be placed on a paid medical leave of absence using sick days effective January 21, 2020 through approximately February 3, 2020 with an anticipated return date of February 4, 2020.
6. Approve that Employee I.D. #7901, identified on Schedule L, be placed on a paid medical leave of absence using sick days effective on or about April 20, 2020 through April 29, 2020 followed by an unpaid FMLA leave of absence effective on or about April 30, 2020 through May 29, 2020 followed by an unpaid NJFLA leave of absence effective on or about May 30, 2020 through June 30, 2020; be it further resolved the entire leave is with benefits.
7. Approve that Employee I.D. #6605, identified on Schedule O, be placed on a paid medical leave of absence using sick days effective May 4, 2020 through June 30, 2020; be it further resolved the entire leave is with benefits.

## B. Support Staff

1. Approve that Employee I.D. #5595, identified on Schedule E, be placed on an unpaid NJFLA leave of absence effective December 3, 2019 through December 31,



2019 followed by an unpaid intermittent FLMA leave of absence to be schedule with the Employee Relations Office effective January 1, 2020 through June 30, 2020; be it further resolved the entire leave is with benefits.

2. Approve that Employee I.D. # 4983, identified on Schedule F, be placed on a paid medical leave of absence using sick days effective November 13, 2019 through approximately January 1, 2020 with an anticipated return date of January 2, 2020; be it further resolved the entire leave is with benefits.

3. Approve that Employee I.D. #4596, identified on Schedule G, be placed on a paid medical leave of absence using sick days effective December 2, 2019 through approximately December 16, 2019 with an anticipated return date of December 17, 2019; be it further resolved the entire leave is with benefits.

4. Approve that Employee I.D. #7459, identified on Schedule H, be suspended with no pay for two (2) days; dates to be determined by the Employee Relations Office for the 2019-2020 school year between the dates of December 18, 2019 and February 29, 2020.

5. Approve that Employee I.D. #6150, identified on Schedule I, be suspended with no pay for one (1) day; date to be determined by the Employee Relations Office for the 2019-2020 school year between the dates of December 18, 2019 and February 29, 2020.

6. Approve that Employee I.D. #6505, identified on Schedule J, be placed on a paid medical leave of absence using sick days effective on or about March 30, 2020 through May 6, 2020, followed by an unpaid FMLA leave of absence effective on or about May 8, 2020 through May 17, 2020, followed by an unpaid NJFLA leave of absence effective on or about May 18, 2020 through June 30, 2020; be it further resolved the entire leave is with benefits.

7. Approve that Employee I.D. #7192, identified on Schedule M, be placed on a paid leave of absence effective January 2, 2020 through January 7, 2020, followed by an unpaid FMLA leave of absence effective January 8, 2020 through approximately January 20, 2020 with an anticipated return date of January 21, 2020; be it further resolved the entire leave is with benefits.

8. Approve that Employee I.D. #7728, identified on Schedule N, be placed on an unpaid leave of absence with no benefits effective January 9, 2020 through approximately March 22, 2020.

#### **4. ASSIGNMENT CHANGE**

##### **A. Certificated Staff**

1. Adjust the assignment of Caitlin Chuplis, Elementary School Teacher at

Fernbrook School to Special Education Teacher at Fernbrook School, effective January 1, 2020 through June 30, 2020 for the 2019-2020 school year, salary to remain the same.

## **5. EXTRA PAY**

### **A. Certificated Staff**

1. Approve the following certificated staff members at Randolph High School to receive sixth period stipends in the amount of \$40 per day for the 2019-2020 school year in accordance with the list below:

<u>Name</u>	<u>Position</u>	<u>Dates</u>
Margaret Holda	Special Education	12/10/19-2/10/20
Melissa Hull	Social Studies	12/10/19-2/10/20
Thomas Lenox	Special Education	12/10/19-2/10/20
Justin Matyas	Social Studies	12/10/19-2/10/20
Lindsey Reilly	Special Education	12/10/19-2/10/20

2. Approve the accrued sick day pay out for Substitute Teachers effective October 29, 2018 through June 30, 2019 as related to NJ Chapter 11D Earned Sick Leave in accordance with the list below:

<u>Name</u>	<u>Amount to be paid</u>
Alexis Ackerman	\$ 20.59
Jodi Anzis-Federico	\$ 23.76
Denise Archer	\$ 87.11
Laura Assante	\$ 232.18
Lori Baker	\$ 3.17
Richard Banas	\$ 405.44
Chitra Bhat	\$ 175.80
Robin Bibbo	\$ 4.75
Alan Bocchino	\$ 63.35
John Borges	\$ 28.51
Jordana Bradley	\$ 45.93
Ralph Bucci	\$ 202.72
Alexis Burnside	\$ 15.84
Megan Buzzard	\$ 139.37
Kimberly Carlin	\$ 312.00
Joanne Carroll	\$ 153.62
Nicole Casey	\$ 58.60
Ann Marie Contino	\$ 68.10
Robyn Coopersmith	\$ 167.88
Alexandra Devleeschouwer	\$ 7.92
Barbara Devos	\$ 50.68

Jo Anne Dobis	\$	77.60
Mark Dolce	\$	147.29
Francis Dunn	\$	96.61
Kathleen Edwards	\$	71.27
Maricatherine Fairfield	\$	4.75
Jackie Ferguson	\$	6.34
Malika Gazieva	\$	77.60
Kelly Gentile	\$	350.01
Judith Geschwindt	\$	33.26
Susan Gish	\$	22.17
Patrick Glory	\$	47.51
Ellen Goldberg	\$	58.60
Tracy Gordon	\$	58.60
Matthew Gruby	\$	6.34
Francine Hart	\$	55.43
Molly Heller	\$	25.34
Marlon Holder	\$	88.69
Lori Holihan	\$	6.34
Emily Incledon	\$	64.93
Samuel Kalb	\$	22.17
Lindsay Karros	\$	4.75
Toni Kern	\$	391.19
Sean Kirby	\$	411.78
Dana Kneis	\$	3.17
Kristina Kong	\$	25.34
Pamela Krinick	\$	125.12
Deborah Krog	\$	9.50
Steven Larson	\$	41.18
Daniel Leanza	\$	68.10
Brendan Lenox	\$	9.50
Casey Levens	\$	102.94
Lisa Levey	\$	93.44
Shengwen Lo	\$	9.50
Allyson Louro	\$	1.58
David Macrae	\$	140.95
Cynthia Manolis	\$	95.03
Lauren Mastropierro	\$	12.67
Kelly Mattsson	\$	9.50
Cynthia Mcconnell	\$	215.39
Elizabeth Mcconnell	\$	12.67
Briele Melahn	\$	45.93
Kathleen Melly	\$	129.87
Stephanie Michaels	\$	61.77

Lauren Miller	\$	147.29
Christelle Monawar	\$	7.92
Thomas Murray	\$	267.65
Mira Neusner	\$	109.91
Nancy Ng	\$	112.45
Karen Novotny	\$	302.50
Lindsay Nunn	\$	216.97
Elizabeth Olechowski	\$	1.58
Michael Omura	\$	362.68
Rachel Onken	\$	7.92
Alexandra Otsubo	\$	201.14
Diane Padewski	\$	133.04
Evelina Pentz	\$	7.92
Dennis Piccirillo	\$	232.81
Brianna Piccolo	\$	107.70
Mark Rizzi	\$	88.69
Lisa Robertson	\$	167.88
Jayne Roche	\$	369.01
Cortney Ryan	\$	28.51
Robert Sandberg	\$	57.02
Laura Sefcik	\$	22.17
Lisa Segelman	\$	28.51
Kevin Slattery	\$	334.17
Maria Smith	\$	126.70
Alyssa Spagnuolo	\$	44.35
Thomas Stepnowski	\$	3.17
Megan Stern	\$	66.52
Jennifer Tamres	\$	12.67
Laura Tango	\$	72.85
Gholamreza Tavana	\$	1.58
Emily Taylor	\$	42.76
Heather Turner	\$	71.27
Sharyn Tykot	\$	50.68
Ursula Wagner	\$	30.09
Cynthia Whalen	\$	17.42
Lisa Zach	\$	247.07

3. Approve the accrued sick day pay out for Substitute Nurses effective October 29, 2018 through June 30, 2019 as related to NJ Chapter 11D Earned Sick Leave in accordance with the list below:

<u>Name</u>	<u>Amount to be paid</u>
Megan Buzzard	\$ 22.67

Jennifer Cutri	\$	80.88
Jennifer Ellis	\$	4.08
Christina Gizieski	\$	65.06
Danielle Murphy	\$	2.89
Victoria Poisseroux	\$	134.04
Emily Robinson	\$	2.83
Sarah Shatynski	\$	7.99
Kimberly Siegel	\$	300.38

4. Approve the accrued sick day pay out for Leave Replacement Teachers effective October 29, 2018 through June 30, 2019 as related to NJ Chapter 11D Earned Sick Leave in accordance with the list below:

<u>Name</u>		<u>Amount to be paid</u>
Megan Buzzard	\$	27.07
Nicole Casey	\$	338.34
Lauren Davis	\$	175.94
Carl Della Peruti	\$	568.42
Barbara DeVos	\$	9.02
Emily DiGeronimo	\$	1,299.24
Rachel Friedman	\$	830.07
Matthew Gruby	\$	1,181.95
Brendan Lenox	\$	225.56
Shengwen Lo	\$	455.64
Reed McMurray	\$	27.07
Rachel Onken	\$	198.50
Conseulo Paz	\$	126.32
Melissa Reardon	\$	581.95
Cortney Ryan	\$	171.43
Tracey Salvatore	\$	1,267.66
Ali Wolfskehl	\$	1,276.68

#### B. Support Staff

1. Adjust the Spring coaching stipend of Nicole Landers, Assistant Girls Lacrosse Coach, to reflect \$6,987, Step 3, for the 2019-2020 school year.
2. Adjust the Spring coaching stipend of Steven Coleman, Assistant Softball Coach, to reflect \$7,326, Step 4, for the 2019-2020 school year.
3. Approve the appointment of the following Spring Coaching Staff for the 2019-2020 school year in accordance with the list below:

<u>Last name</u>	<u>First Name</u>	<u>Position</u>	<u>Step</u>	<u>Stipend</u>
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Salmon          Richard          Assistant Softball          3          \$6,987

4. Approve the following Coordinating Stipends for the 2019-2020 school year in accordance with the list below, stipend to be prorated based on a start date of January 1, 2020 through June 30, 2020:

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Stipend</u>
Jenise Janulis	FB	Bus Duty AM/PM	\$3,806
Amanda Connolly	FB	Bus Duty AM/PM	\$3,806
Viviana Serna	FB	Bus Duty AM/PM	\$3,806
Jill Frankel	FB	Bus Duty AM/PM	\$3,806
Audra March	FB	Bus Duty AM	\$1,903
Ian Platt	FB	Bus Duty PM	\$1,903
Storey Dohner	FB	Bus Duty PM	\$1,903
Nicole Calabro	FB	Bus Duty PM	\$1,903
Kelly Ann Abrusci	SH	Bus Duty AM/PM	\$3,806
David Miller	SH	Bus Duty AM/PM	\$761
Thomas Jones	SH	Bus Duty AM	\$1,522
Samantha McCann	SH	Bus Duty AM/PM	\$1,903
Jennifer Leach	SH	Bus Duty AM/PM	\$1,522
John Bocchino	SH	Bus Duty PM	\$1,903
Angela Cordova	SH	Bus Duty PM	\$1,903
Valerie Schmidt	SH	Bus Duty PM	\$1,903
Beverly Cirelli	SH	Bus Duty PM	\$643
Fran Vanderhoof	SH	Bus Duty PM	\$643
Karen Nimmo	SH	Bus Duty PM	\$643

5. Approve the accrued sick day pay out for Substitute Café/Recess Aides effective October 29, 2018 through June 30, 2019 as related to NJ Chapter 11D Earned Sick Leave in accordance with the list below:

<u>Name</u>	<u>Amount to be paid</u>
Alexis Burnside	\$ 5.04
Yolanda Caballero	\$ 12.25
Barbara DeVos	\$ 22.75
Jo Anne Dobis	\$ 10.26
Nataline Duffy	\$ 42.16
Debbie Gilenson	\$ 21.67
Ellen Goldberg	\$ 4.48
Jennifer Gorman	\$ 73.17
Francine Hart	\$ 22.80
Patricia Larson	\$ 1.54
Emma Lowery	\$ 9.08
Cynthia Manolis	\$ 33.04

Kathleen Melly	\$	1.54
Mira Neusner	\$	5.25
Nancy Ng	\$	0.77
Lindsay Nunn	\$	2.29
Elizabeth Olechowski	\$	51.08
Evelina Pentz	\$	10.50
Jennifer Tamres	\$	2.29

6. Approve the accrued sick day pay out for Substitute Custodians effective October 29, 2018 through June 30, 2019 as related to NJ Chapter 11D Earned Sick Leave in accordance with the list below:

<u>Name</u>		<u>Amount to be paid</u>
Jose Agudelo	\$	84.38
Norma Avelar	\$	192.19
Luzmila Brand	\$	226.56
Marcelino Brand	\$	289.06
Yolanda Caballero	\$	384.38
Julian Correa	\$	256.25
Lina Loaiza Quintero	\$	1.56
Orfa Mejia-Tobar	\$	59.38
Gonzalo Perez	\$	259.38
Carlos Pino	\$	50.00
Angelica Rozo	\$	185.94
Norihelly Ruiz	\$	10.94
Olga Siguencia	\$	126.56
Rosa Vargas	\$	231.25

7. Approve the accrued sick day pay out for Substitute Secretaries effective October 29, 2018 through June 30, 2019 as related to NJ Chapter 11D Earned Sick Leave in accordance with the list below:

<u>Name</u>		<u>Amount to be paid</u>
Kimberly Carlin	\$	33.60
Marilyn Cianciotta	\$	11.20
Debbie Gilenson	\$	1.40
Jennifer Gorman	\$	8.40
Deborah Howell	\$	114.80
Suzanne Kear	\$	8.40
Trudi Mueller	\$	131.60
Karen Novotny	\$	8.40
Lindsay Nunn	\$	1.40
Deirdre Palmisano	\$	305.90

Maria Smith	\$	16.80
Sridevi Vadali	\$	430.38

8. Approve the accrued sick day pay out for Substitute Security Guards effective October 29, 2018 through June 30, 2019 as related to NJ Chapter 11D Earned Sick Leave in accordance with the list below:

<u>Name</u>		<u>Amount to be paid</u>
Clayton O'Leary	\$	7.50
Louis Morales	\$	7.35
Sara Black	\$	9.38

9. Approve the accrued sick day pay out for Substitute Bus Drivers effective October 29, 2018 through June 30, 2019 as related to NJ Chapter 11D Earned Sick Leave in accordance with the list below:

<u>Name</u>		<u>Amount to be paid</u>
Coogen, Allen	\$	75.15
Humphries, John	\$	232.45
Metrocavich, Jan	\$	46.67

10. Adjust the Boiler Stipend of Jose Agudelo, to reflect \$587 for the 2019-2020 school year.

11. Rescind the following Co-Curricular Stipends for the 2019-2020 school year in accordance with the list below:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Amount to be paid</u>
Carmine Fusaro	Marching Band Assistant Director- Percussion	RHS	\$2,837
Carmine Fusaro	Percussion Ensemble Director	RHS	\$2,602
Luke Mason	Music Production- Music Producer	RMS	\$2,516
Carmine Fusaro	Percussion Ensemble Director	RMS	\$2,602

12. Approve the following Co-Curricular Stipends for the 2019-2020 school year in accordance with the list below:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Amount to be paid</u>
Carmine Fusaro	Marching Band Assistant Director- Percussion (9/3/19-10/1/19)	RHS	\$1,122.98
Anthony Eskin	Marching Band Assistant Director- Percussion	RHS	\$1,714.02





a. **MOTION** to approve the Community School Supervisor to attend all Community School Leadership Roundtables during the 2019-2020 school year. Costs will be paid by Community School funds, not to exceed \$250.00.

b. **MOTION** to approve the following professional development opportunities:

Last Name	First Name	School	Name of Workshop	Date	Total Cost
Gatzke	Meredith	CO	Focused Discussions to Avoid Pitfalls-NJ Association of School Administrators	1/23/20	\$50.15
Landers	Nicole	RHS	Lacrosse Convention	1/9/20, 1/10/20 & 1/11/20	\$461.00
Canfield	Cara	RHS	Personalized Learning Conference Mid-Atlantic	3/11/20, 3/12/20 & 3/13/20	\$1,005.00
Iosso	Deborah	RHS	Personalized Learning Conference Mid-Atlantic	3/11/20, 3/12/20 & 3/13/20	\$1,194.70
Valvano	Brienne	RHS	Personalized Learning Conference Mid-Atlantic	3/11/20, 3/12/20 & 3/13/20	\$1,329.00
Moschella	Liane	SH	Wilson Foundations Level 1	2/25/20	\$487.18
Rubin	Lisa	FB	Wilson Foundations Level 1	2/25/20	\$466.95
Russell	Kayleigh	IR	Wilson Foundations Level 1	2/25/20	\$490.82

c. **MOTION** to rescind the December 10, 2019 1b Education motion for the following professional development opportunity:

Last Name	First Name	School	Name of Workshop	Date	Total Cost
Wright	Amelia	RHS	Techspo '20 Atlantic City, NJ	1/30/20 & 1/31/20	\$1,044.00

d. **MOTION** to approve the following professional development opportunities:

Last Name	First Name	School	Name of Workshop	Date	Total Cost
Nahan	Will	RHS	American Football Coaches Association 2020 Convention	1/10/20, 1/11/20, 1/12/20, 1/13/20 & 1/14/20	\$1,487.10
Piirimae	Kristina	RHS	Money Talks: Rider University	1/9/20	\$112.10
May	Diana	RHS	New Jersey Music Educators State Conference	2/20/20, 2/21/20 & 2/22/20	\$851.18
Dingman	Jessica	RMS	Techspo '20	1/29/20, 1/30/20 & 1/31/20	\$978.00
Mousis	George	RHS	United Soccer Coaches Convention	1/16/20 & 1/17/20	\$1,008.64

## **2. Field Trips**

- a. **MOTION** to approve an overnight field trip for approximately eight RHS FCCLA students and one staff member to attend the NJ FCCLA State Leadership Conference, Cherry Hill, NJ, on March 19-20, 2020. Cost for transportation and any associated fees will be paid by the students.
- b. **MOTION** to approve an overnight field trip for approximately 70 RHS Choir students and eight staff members to attend the Winter 2020 Choir Tour, Orlando, FL, December 17-20, 2020. Cost for transportation and any associated fees will be paid by the students.
- c. **MOTION** to approve a field trip for Randolph High School. Cost for transportation and any associated fees will be paid by RHS RAM Shop

student activities. No student will be deprived of participation due to financial hardship.

Date	Grade/Teacher	Trip	# Chaperones Anticipated	# of Students	Club or Class
March 12, 2020	Transition students, M. Dwyre & R. Eva	Lifetown Livingston, NJ	7	10	Transition/Rise

- d. **MOTION** to approve field trips for Randolph High School on the following dates. Costs for transportation and any associated fees will be paid by students. No student will be deprived of participation due to financial hardship.

Date	Grade/Teacher	Trip	# Chaperones Anticipated	# of Students	Club or Class
January 4, 2020	Grades 9-12 students, P. Quinn & K. Burke	Hunterdon Central High School Flemington, NJ	2	20	Speech & Debate
January 18, 2020	Grades 9-12 students, P. Quinn & K. Burke	Union Catholic High School Scotch Plains, NJ	2	20	Speech & Debate
January 25, 2020	Grades 9-12 students, P. Quinn & K. Burke	Ridge Invitational Basking Ridge, NJ	2	30	Speech & Debate
January 10-11, 2020	Grades 9-12 students (Parents Only)	Newark Invitational Newark, NJ	0		Speech & Debate
January 6, 2020	Grades 9-12 students & A. Palmer	NJIT Newark, NJ	2	20	Science Olympiad Club

- e. **MOTION** to approve the following field trip for Randolph Middle School: Cost for transportation and any associated fees will be partially paid by the students. No student will be deprived of participation due to financial

hardship.

Date	Grade/Teacher	Trip	# Chaperones Anticipated	# of Students	Club or Class
April 22, 2020	ESL students, N. Black & C. Heuneman	Liberty State Park Jersey City, NJ	2	14	Class

- f. **MOTION** to approve the following field trip for Randolph High School: Cost for transportation and any associated fees will be partially paid by the students. No student will be deprived of participation due to financial hardship.

Date	Grade/Teacher	Trip	# Chaperones Anticipated	# of Students	Club or Class
Dec. 19, 2019	Grades 9-12 students, E. Schaberg & M. Lichtenfeld	Annual Symphonic Orchestra Tour @ all Randolph Elementary Schools Randolph, NJ	2	80	Class
January 11, 2020 (Sat.)	Grades 9-12 students & K. Seanor	Livingston High School Livingston, NJ	2	30	Quiz Bowl Club

- g. **MOTION** to rescind the November 19, 2019 2d Education motion:

Date	Grade/Teacher	Trip	# Chaperones Anticipated	# of Students	Club or Class
Dec. 11, 2019	Grades 9-12 students & R. Howe	County College of Morris Planetarium Randolph, NJ	3	24	Astronomy Class

### **3. Miscellaneous**

- a. **MOTION** to approve the Harassment, Intimidation and Bullying (HIB) reports for weeks for weeks ending November 22 and 29, 2019 and December 6, and

13, 2019.

- b. **MOTION** to approve the following student teacher, practicum and intern placements for the 2019-2020 school year, pending a criminal background clearance as follows:

Name: Tatiana Nicheporuck  
University/College: Fairleigh Dickinson University  
Experience: Practicum  
School/Grade: Fernbrook Elementary School/2<sup>nd</sup> Grade  
Cooperating Teacher: Marissa Varum  
Dates: January 2020

- c. **MOTION** to approve the following student teacher, practicum and intern placements for the 2019-2020 school year, pending a criminal background clearance as follows:

Name: Elba Melina Nunez  
University/College: Eastwick College  
Experience: Occupational Therapy Assistant Internship  
School/Grade: Center Grove Elementary School/PreK-5  
Cooperating Therapist: Shannon Kastner  
Dates: January – February 2020

**FINANCE/FACILITIES & TRANSPORTATION MOTIONS 1–9      DECEMBER 19, 2019**

*Revised: 12-18-19*

On behalf of the Finance, Facilities and Transportation Committee, Board member Tammy MacKay moved a motion seconded by Board Member Allison Manfred and carried by a roll call vote to approve Finance/Facilities and Transportation Motions 1 – 9 with an exception.

Board member Jeanne Stifelman abstained to check number 103622 on check register and voted YES to all other FFT motions. Motions passed.

**1. PAYMENT OF BILLS**

RESOLVED, the Randolph Township Board of Education approve the attached list of checks, Finance Exhibits 1 - 1.1, and orders that they be attached to and made a part of the minutes.

1.	Check Register – 11/30/19	\$ 3,039,398.00
1.1	Check Register – 12/16/19	\$ 5,326,656.27

**2. BUDGET**

RESOLVED, the Randolph Township Board of Education approve November 2019 transfer, Finance Exhibits # 2.1 & 2.2, and orders that they be attached to and made a part of the minutes.

2.1	Monthly Transfer Report 11/30/19
2.2	Expense Account Adjustment 11/30/19

### **3. REPORT OF THE SECRETARY AND TREASURER**

WHEREAS, the Randolph Township Board of Education has received the Report of the Secretary for the month of November 2019 Finance Exhibits # 3.1 – 3.5 consisting of:

3.1	Interim Balance Sheet/Board Secretary Report – 11/30/19
3.2	Revenue Report – 11/30/19
3.3	Budget Report – 11/30/19
3.4	Petty Cash Report – 11/30/19
3.5	Treasurer Report – 11/30/19

WHEREAS, in compliance with N.J.A.C. 6:20-2A.10(d), the Secretary has certified that, as of the date of the report(s), no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education.

NOW, THEREFORE, BE IT RESOLVED, the Randolph Township Board of Education accepts and approves the above referenced reports certification and orders that they be attached to and made a part of the minutes, and

BE IT FURTHER RESOLVED, in compliance with N.J.A.C. 6:20-2A.10(e), the Randolph Township Board of Education certifies that, after review of the secretary's monthly financial reports (appropriation section) and upon consultation with the appropriate district officials, to the best of it's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6:20-2A.10(a)(1), and that sufficient funds are available to meet the district's financial obligations for the remainder of the year.

### **4. MOTION TO ACCEPT DISTRIBUTION OF DISTRICT ASSETS**

WHEREAS, the Board is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Board is desirous of selling said surplus property in an "as is" condition with express or implied warranties.

THEREFORE, BE IT RESOLVED, by the Randolph Board of Education, as follows:

- (1) The sale of the surplus property shall be conducted through GovDeals pursuant to State Contract #83453/T2581 13-x-22727 Auctioneering Services: Internet Auctions to Sell Surplus Property in accordance with the terms and conditions of this State Contract. The terms and conditions of the agreement entered into with GovDeals is available online at govdeals.com and also available from the Randolph Board of Education;
- (2) The sale will be conducted online, and the address of the auction site is govdeals.com;
- (3) The sale is being conducted pursuant to Local Finance Notice 2008-9;
- (4) The surplus being sold includes:
  - (a) 2005 Bluebird 54 Passenger Bus (Bus #97)
  - (b) 2005 Bluebird 54 Passenger Bus (Bus #98)
  - (c) 2005 Microbird 16 Passenger Van (Van #38)
  - (d) 2007 Bluebird 54 Passenger Bus (Bus #45)
  - (e) 2008 Microbird 16 Passenger Van (Van #10)
  - (f) 2008 Microbird 16 Passenger Van (Van #11)
  - (g) 2003 Ford Model E24 Van
- (5) The surplus property as identified shall be sold in an “as is” condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property;
- (6) The Board reserves the right to accept or reject any bid submitted.

**5. RESOLUTION FOR THE AWARD OF BID – RANDOLPH HIGH SCHOOL – SITE DEMOLITION AND EARTHWORK REMOVAL PROJECT**

WHEREAS, the Randolph Board of Education, pursuant to N.J.S.A. 18A:18A-1, et seq., publicly advertised and solicited for sealed bids for the Randolph High School Site Demolition & Earthwork Removal (“the Project”); and

WHEREAS, in accordance with that advertisement, the bids were received, publicly opened and read aloud in the District Administrative Office on December 12, 2019; and

WHEREAS, J. Fritz Inc. of West Milford, New Jersey, submitted a bid with a base bid amount of \$686,000, inclusive of a \$25,000 bid allowance and Alternate #1 for \$25,000 and;

WHEREAS, there are no material defects in the J. Fritz Inc., and it is, therefore, the lowest responsible and responsive bidder for the Project; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Education, that the bid be awarded to: J. Fritz Inc. PO. Box 9 West Milford, New Jersey 07480 in the total amount



of \$686,000 inclusive of the above-referenced bid allowance and the ability to choose the alternate if deemed necessary. The base bid and the alternate are subject to the terms and conditions of a contractual agreement pending review by Board counsel, and which the Board President is thereafter authorized to execute on behalf of the Board.

## **6. RESOLUTION TO ACCEPT FUNDS**

RESOLVED, The Randolph Township Board of Education accept the following funds from the New Jersey department of Education, Individuals with Disabilities Education Act (IDEA) grant, school year 2019 - 2020 to include the carryover funds of \$439 from school year 2018 – 2019.

Basic (Ages 3-21)	
Grant:	\$ 952,059
Non-Public Basic	\$ 41,997
Pre School (Ages 3-5)	
Grant	\$ 45,502

## **7. ACCEPTANCE OF DONATIONS**

RESOLVED the Randolph Township Board of Education accept the following grant donations:

- DISTRICT:
  - Randolph Education Foundation supporting the *Second Pair of Jeans program*; – provides gift cards to local clothing stores for families in financial need in our district. Biannual program; – the families receive \$25 gift cards for winter clothes in December and again in the late spring for summer clothes. The estimated value of the donation for two year period is \$3,250.

BE IT FURTHER RESOLVED, that Gerald M. Eckert, School Business Administrator acknowledge the donation in a letter to the appropriate parties.

## **8. ACCEPTANCE OF DONATIONS**

RESOLVED the Randolph Township Board of Education accept the following donations:

- HIGH SCHOOL:
  - RHS PTSO graciously donating \$1,500 to be applied to dance student field trip to NYC March 20. 2020. Students will participate in a master dance class and attend a Broadway show.

- Staff member Ms. Amelia Wright will host a holiday luncheon for her department on 12/12/19. The estimated value of the donation is \$200.
- CENTER GROVE:
  - Following donations from the Center Grove PTO having total estimated value of \$2,564:

Description	Amount
▪ Funds will be used to initiate a book club; new and multiple copies of books will be purchased, grades 2 – 5 will be offered membership.	\$ 1,280.
▪ Funds will pay for a pro-rated subscription to Pebble GO for Jan – June. This tool is a database that includes nonfiction books and informational articles for users K-3.	\$ 617.
▪ Will purchase mentor texts for 5 <sup>th</sup> grade teachers to use to teach and model great writing strategies and techniques.	\$ 488.
▪ Funds will be used to purchase options for flexible seating in a 2 <sup>nd</sup> grade classroom; lap-desks, bean bag chairs and organizer for learning and fidget tools.	\$ 179.

**BE IT FURTHER RESOLVED**, that Deborah Iosso, Principal of Randolph High School and Mario Rodas, Principal of Center Grove School acknowledge the donations in a letter to the appropriate parties.

**9. APPROVAL OF JOINT TRANSPORTATION AGREEMENT WITH MENDHAM TOWNSHIP BOARD OF EDUCATION FOR THE 2019 - 2020 SCHOOL YEAR**

**RESOLVED**, the Randolph Township Board of Education approve a joint transportation agreement in the amount of \$2,000, between the Randolph Township Board of Education and the Board of Education of the Township of Mendham for period August 2019 thru June 2020 and per terms and condition of the agreement Finance Exhibit # 4.

**POLICY MOTION 1**

**DECEMBER 19, 2019**

On behalf of the Policy Committee, Board President Ronald Conti moved a motion seconded by Board member Susan DeVito and unanimously carried by a roll call vote to approve Policy Motion 1. Motion passed.

1. **RESOLVED**, that the Randolph Township Board of Education hereby adopt the following bylaw, policies and regulations for second reading:

<u>Number</u>	<u>Title</u>
0152	Board Officers
P7440	School District Security (M)
R 7440	School District Security (M)
P8630	Bus Driver/Bus Aide Responsibility (M)
R 8630	Emergency School Bus Procedures (M)
P8670	Transportation of Special Needs Students (M)

**BOARD COMMENTS**

**ADJOURNMENT**

Board member Robert Soni moved a motion seconded by Board Vice President Joseph Faranetta to adjourn the meeting. Board members present all present in favor.

The Board adjourned the meeting at 8:57 pm

Respectfully submitted,

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Gerald M. Eckert  
Board Secretary