

**CLIFTON BOARD OF EDUCATION
CLIFTON, NJ 07013
AGENDA**

COMMITTEE OF THE WHOLE MEETING: Wednesday, October 12, 2011 at 7:00 PM

LOCATION: 745 CLIFTON AVENUE, CLIFTON, NJ 07013

THE BOARD OF EDUCATION RESERVES THE RIGHT TO MEET IN EXECUTIVE SESSION TO DISCUSS PERSONNEL, NEGOTIATIONS AND/OR LITIGATIONS.

The meeting is opened by the Board President.

Pledge of Allegiance and Moment of Silence

ATTENDANCE ROLL CALL OF BOARD MEMBERS:

Ms. Arlene Agresti
Ms. Judith A. Bassford
Mr. James Daley - PRESIDENT
Ms. Lucy Danny
Mr. Wayne Demikoff
Ms. Mary Kowal
Mr. Michael Paitchell
Mr. Gary Passenti – VICE PRESIDENT
Mr. Joseph R. Yeamans

ALSO PRESENT:

Mark Tietjen, Interim Superintendent of Schools
Janina Kusielewicz, Interim Asst. Superintendent of Schools
Karen Perkins, Business Administrator/Board Secretary
Thomas Kryger, Asst. Business Administrator/Asst. Board Secretary

READING OF THE OPEN PUBLIC MEETINGS STATEMENT:

“THE NEW JERSEY OPEN PUBLIC MEETINGS LAW WAS ENACTED TO INSURE THE RIGHT TO THE PUBLIC TO HAVE ADVANCE NOTICE OF AND TO ATTEND THE MEETINGS OF PUBLIC BODIES AT WHICH ANY BUSINESS AFFECTING THEIR INTEREST IS DISCUSSED OR ACTED UPON.”

IN ACCORDANCE WITH THE PROVISIONS OF THIS ACT, THE CLIFTON BOARD OF EDUCATION HAS CAUSED NOTICE OF THIS MEETING TO BE PUBLICIZED BY HAVING THE DATE, TIME AND PLACE THEREOF POSTED AT THE CITY CLERK’S OFFICE, CLIFTON PUBLIC LIBRARY, ADMINISTRATION BUILDING, SENIOR CITIZEN NUTRITION CENTER, ON CABLE TV, IN THE LOCAL PRESS, ON THE DISTRICT’S WEB SITE, AND MAILED TO PRESIDENTS OF PARENT TEACHER ORGANIZATIONS.

THIS MEETING WILL BE TAPE RECORDED IN ACCORDANCE WITH POLICY – 9326C...

RECOGNITION AND AWARD PRESENTATIONS:

COMMUNICATIONS AND ANNOUNCEMENTS:

FIRST READING OF POLICY:

PUBLIC RECOGNITION: (This portion of the meeting is open to the citizens of Clifton for the purpose of addressing resolutions on this agenda only. Residents are requested to sign the register provided for this purpose and to state their names, addresses and subject matter. Comments are limited to three minutes per person. Issues raised by members of the public may or may not be responded to by the Board. All comments will be considered and a response will be forthcoming if and when appropriate. The Board asks that members of the public be courteous and mindful of the rights of other individuals when speaking. Specifically, comments regarding students and employees of the Board are discouraged and will not be responded to by the Board. Students and employees have specific legal rights afforded by the laws of New Jersey. The Board bears no responsibility nor will it be liable for any comments made by members of the public. Members of the public should consider their comments in light of the legal rights of those affected or identified in their comments and be aware that they are legally responsible and liable for their comments.)

PRESENTATIONS OF REPORTS FROM ADMINISTRATION, ADVISORY COMMITTEES & SPECIAL COMMITTEES:

Juanita Ludwig – Violence and Vandalism Report

BOARD COMMITTEE REPORTS:

- **Education**
- **Facilities/Athletics**
- **Finance***
- **Municipal Alliance**
- **Negotiations**
- **Personnel**
- **Policy**
- **Residency**

BOARD MEMBER ISSUES

SUPERINTENDENT/BUSINESS ADMINISTRATOR ISSUES

REVIEW & DISCUSSION OF AGENDA ITEMS

UNFINISHED BUSINESS:

ADOPTION OF MINUTES:

10/19/11-RESOLVED, that the Minutes of the Committee of the Whole Meeting of September 14, 2011, be and they are hereby adopted.

MOTION BY _____ SECOND BY _____ VOTE _____

10/19/11-RESOLVED, that the Minutes of the Regular Board Meeting of September 21, 2011, be and they are hereby adopted.

MOTION BY _____ SECOND BY _____ VOTE _____

A. EDUCATION/ADMINISTRATION:

Items EA-10/19/11-01 through EA-10/19/11-06 will be voted upon in one motion.

MOTION BY _____ SECOND BY _____ VOTE _____

EA-10/19/11-01 - Job Description (see attachment)

RESOLVED, that the Clifton Board of Education accepts the recommendation of the Interim Superintendent of Schools to adopt the following job description.

- Supervisor, Evening Custodians

EA-10/19/11-02 - Recognition of Grant Recipients

RESOLVED, that the Clifton Board of Education accepts the recommendation of the Interim Superintendent of Schools to recognize the following individuals for the grants received from the Clifton Education Foundation, Inc., for the 2011-2012 school year. All applications were reviewed by a committee from the Clifton Education Foundation's Board of Trustees, which evaluated the proposals on their originality and creativity, and how the projects would benefit Clifton students. The Clifton Board of Education recognizes the following individuals for their dedication to their students, and commends them for the honor and recognition they have brought to the school community.

Bryan Armstrong	Rebecca Beres	Nicole Camasta	Maryellen Celluro
Julie Chrobak	Karen DeFina	Mary Daman	Theresa Evans
Joelle Fata	Donald Gross	Susan Kopko	Jeffrey Labriola
Lori Lalama	Helene Liaci	Louise Meyer	Barbara Milewski
Francine Muratore	Susan Peters	Cheryl Pienciak	Lisa Poggi
Gillian Renner	Howard Schlesinger	AnnMarie Sheridan	Laura Zagorski

EA-10/19/11-03 - Out-of-District Placements

RESOLVED, that the Clifton Board of Education accepts the recommendation of the Interim Superintendent of Schools to approve the following out-of-district placements of Clifton resident pupils for the payment of tuition and transportation as herein described.

a. Pupil #109619, classified as Autistic, accepted into Lakeland Regional High School, 205 Conklintown Road, Wanaque, NJ 07456, effective September 6, 2011. Tuition is \$56,179.00 per 10-month school year, one-to-one aide \$42,347.69. Transportation has not yet been established. Lakeland Regional High School is approved by the New Jersey Department of Education for placements of this type.

b. Pupil #112163, classified as Auditorilly Impaired, accepted into BCSSD Union Street School, 334 Union Street, Hackensack, NJ 07601, effective September 6, 2011. Tuition is \$64,700.00 per 10-month school year, plus \$6,000.00 out-of-county fee. Transportation is \$32,859.00 for existing Clifton run, no additional cost for this student. BCSSD Union Street School is approved by the New Jersey Department of Education for placements of this type.

c. Pupil #21343, classified as Specific Learning Disability, accepted into Daytop Preparatory School, 80 West Main Street, Mendham, NJ, effective September 6, 2011. Tuition is \$43,176.60 per 10-month school year. Transportation is not required. Daytop Preparatory School is approved by the New Jersey Department of Education for placements of this type.

EA-10/19/11-04 – Application for IDEIA, Part B Grant

RESOLVED, that the Clifton Board of Education accepts the recommendation of the Interim Superintendent of Schools to approve submission of the FY 2012 IDEIA Grant and acceptance of its funds in the amount of \$2,647,655 (Basic Grant 3-21), and \$85,446 Preschool Grant (3-5), as required by the New Jersey State Department of Education.

EA-10/19/11-05 - Approval of Field Trips

RESOLVED, that the following field trips, as recommended by the Interim Superintendent of Schools, are hereby approved by the Clifton Board of Education.

10/24/11 Rain date 10/25/11	School #14, Kindergarten students	Fairfield Farms, Fairfield, NJ
10/26/11 Rain date 10/28/11	School #14, Pre-K and Grades 1 & 2 students	Fairfield Farms, Fairfield, NJ
10/28/11	School #16 Preschool students	Richfield Farms, Clifton, NJ
10/28/11	School #16 Sp. Ed. Students	DiPiero's Country Farm, Montvale, NJ
10/29/11	CHS JROTC students	SUNY Maritime College, Bronx, NY
11/7/11	CHS CAST students	New 12 NJ, Edison, NJ
11/15/11	School #5 TAG students	Tenaflly Nature Center, Tenaflly, NJ
11/16/11	School #5 TAG students	Tenaflly Nature Center, Tenaflly, NJ
11/17/11	School #5 TAG students	Tenaflly Nature Center, Tenaflly, NJ
12/8/11	Sch #12 Annex Reading Recovery students	Camden Street School, Newark, NJ
1/4/12 Rain date 1/5/12	CHS DECA students	Northern NJ DECA Regional Competition, Ramapo College, Mahwah, NJ
4/16/12	CHS Botany Club	Meadowlands Environmental Center, Lyndhurst, NJ

EA-10/19/11-06 – Attendance Report (see attachment)

RESOLVED, that the attendance report for the month ending September 30, 2011 is hereby accepted by the Clifton Board of Education. The statistics presented include any new enrollments or withdrawals of pupils up to, and including, the date of compilation, and are to be interpreted as the number of pupils actually in attendance. Total enrollment is higher due to its reflection of all pupils admitted and enrolled.

B. PERSONNEL: See Addendum for Executive Session

C. FINANCE/FACILITIES:

Items F-10/19/11-01 through F-10/19/11-11 will be voted upon in one motion:
MOTION BY _____ SECOND BY _____ VOTE _____

F-10/19/11-01 – Donations for the Music Angels Program

a. RESOLVED, that the Clifton Board of Education accepts the recommendation of the Interim Superintendent of Schools to accept, with sincere gratitude, the donation of \$90.00 from School #13, to be used for the Music Angels program, towards the purchase of a musical instrument for use in the elementary instrumental inventory, and that a letter of appreciation be forward to Dr. Marilyn Torley and staff of School #13 for this generous donation.

b. RESOLVED, that the Clifton Board of Education accepts the recommendation of the Interim Superintendent of Schools to accept, with sincere gratitude, the donation of \$100.00 from the Theater League of Clifton, Inc., to be used for the Music Angels program, towards the purchase of a musical instrument for use in the elementary instrumental inventory, and that a letter of appreciation be forwarded to the Theater League of Clifton, Inc. for this generous donation.

F-10/19/11-02 - Increase in Substitute Secretary Pay

RESOLVED, that the Clifton Board of Education accepts the recommendation of the Interim Superintendent of Schools to approve an increase in substitute secretary pay from \$55.00 per day to \$65.00 per day, effective November 1, 2011.

F-10/19/11-03 - Submission of Dual Use Locations

RESOLVED, that the Clifton Board of Education approves the recommendation of the Superintendent of Schools to submit applications for the following dual use locations for instructional purposes in district schools for approval by the Executive County Superintendent of Schools for the 2011-2012 school year.

- School #17
 - Room 229 – BSI Pull Out/BSI Pull Out
 - Room 137 - Reading Recovery/Reading Recovery

F-10/19/11-04 – Annual Maintenance Budget Amount Worksheet and Comprehensive Maintenance Plan – (see attachment)

RESOLVED, that the Clifton Board of Education authorizes the Business Administrator to submit the Annual Maintenance Budget Amount Worksheet (M-1) and Comprehensive Maintenance Plan for the district to the Executive County Superintendent of Schools.

F-10/19/11-05 – Lease Agreement with the New York City Church of Christ, Inc. (see attachment)

RESOLVED, that approval is granted for the lease agreement with the New York City Church of Christ, Inc. for use of Clifton High School on Sundays for religious services/meetings from January 1, 2012 through June 30, 2012, also including uses on October 23, 2011 and December 11, 2011 as set forth in the lease with the following rates to be charged:

- Rental Fees:
 - \$250.00 for auditorium/per use
 - \$170.00 for cafeteria/per use
 - \$ 50.00 per classroom/per use
- Custodial Fees: \$ 46.00 per hour
- Utilities Surcharge Fee: \$ 50.16 per hour

F-10/19/11-06 - Approval for Transportation Services Agreement – 2011-2012 School Year

RESOLVED, that the Clifton Board of Education approves the Transportation Services Agreement with the Passaic County Educational Services Commission to transport our eligible students on the following routes, at the rates indicated:

Route #	School	Contractor	# of Students	Est. Cost Per Route	Surcharge
MTLKH	Mountain Lakes HS	Noon Transportation	1	2,623.18	0
CCTC	The Children’s Thera Ctr.	Noon Transportation	1	2,915.91	87.48
CLTHS	Clifton HS	D & J Transport	1	3,627.00	108.81
			Total	\$9,166.09	\$196.29

F-10/19/11-07 - Requisition for Taxes (For Debt Service) – (see attachment)

RESOLVED, that the amount of District Taxes for debt service requirements needed to meet the obligations of this Board for the next eight weeks is \$982,363.00 and that the City of Clifton is hereby requested to place in the hands of the Treasurer of School Monies that amount within the next thirty days in accordance with the statutes relating thereto. These funds should be received no later than December 2, 2011.

F-10/19/11-08 – Requisition for Taxes (Other Than Debt Service) – (see attachment)

RESOLVED, that the amount of District Taxes exclusive of debt service requirements needed to meet the obligations of this Board for the next eight weeks is \$8,994,992.00 and that the City of Clifton is hereby requested to place in the hands of the Treasurer of School Monies that amount within the next thirty days in accordance with the statutes relating thereto. These funds should be received no later than December 2, 2011.

F-10/19/11-09 – Modifications to 2011-2012 Budget & Federal/State Programs – August

RESOLVED, that approval is granted for transfers between budget account lines based on school related changes.

<u>August 2011</u>	<u>Previous Budget</u>	<u>Adjusted To</u>	<u>Difference</u>	
Tuition Charter Sch 110001000560000000005	1,602,510	1,636,510	34,000	A
Tuition Pvt Sch 110001000566016000005	5,395,759	5,361,759	(34,000)	A
Slry Health 110002130100000000005	1,654,854	1,704,854	50,000	B
Slry CST 110002190104017010005	1,538,188	1,568,188	30,000	B
Slry Gen Admin 110002300100000006305	688,062	708,062	20,000	B
Health Benefits 110002910270025000005	25,312,584	25,152,584	(160,000)	B
Oth Empl Benefits 110002910291025000005	445,000	505,000	60,000	B
Misc Gen Admin 110002300890000006305	3,000	4,000	1,000	C
Suppl Gen Admin	15,000	14,000	(1,000)	C

110002300600000000005

Slry Tchr Kind	2,101,609	2,122,609	21,000	D
111101000101000000025				

Slry Tchr Gr 1-5	14,078,956	14,057,956	(21,000)	D
111201000101000000035				

Slry Tchrs Autism	55,673	85,673	30,000	E
112141000101016190075				

Slry Tchrs LLD	2,212,783	2,182,783	(30,000)	E
112041000101016020075				

Slry Tchrs BSI	1,659,876	1,689,876	30,000	F
112301000101042000075				

Slry Tchrs Bil	2,329,903	2,299,903	(30,000)	F
112401000101041000075				

C/O Equip O & M	19,950	22,950	3,000	G
119992600730000000075				

Suppl Maint	147,000	144,000	(3,000)	G
110002610610020000005				

Totals	59,260,707	59,260,707	0	
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Explanations

A – Change in Enrollment per State Report

B – Payment Unused Sick Leave for Retirements/Additional Nurse Position/Salary Increase for Non-Affiliated Personnel

C – Payment of Dues for Administrators

D – Additional Teachers Due to increase in enrollment

E – Salary adjustment due to actual assignment of personnel

F – Salary adjustment due to actual assignment of personnel

G – Purchase of Lift by Board

F-10/19/11-10 - Use of Facilities

RESOLVED, that the Clifton Board of Education approves the below-listed requests for use of the district's facilities, in accordance with Policy #7510-Use of School Facilities, at the fees listed:

Permit #	Group/ Organization	Purpose of Use	Facilities	Date/Time	Fees
2957	St. Andrews CYO	Basketball Practice	School #13 Gymnasium	October 3, 2011 thru March 28, 2012 Wednesdays 3:30pm to 6pm	Facilities: None Custodian: None
2958	CCMS HSA	HSA Meetings	CCMS Cafeteria	October 4, 2011 thru June 12, 2012 Tuesdays 6pm to 9:30pm	Facilities: None Custodian: None
2959	School #15 HAS	HSA Meetings	School #15 Library	October 13, 2011 thru June 7, 2012 Thursdays 6:30pm to 8pm	Facilities: None Custodian: None
2960	School #15 HSA	Brunch with Santa	School #15 All Purpose Room	December 3, 2011 Saturday 8am to 1:30pm	Facilities: None Custodian: None
2961	School #15 HAS	Movie Nights	School #15 All Purpose Room	October 7, November 18 2011, January 13, February 10, March 9, April 27, May, 18, 2012 Fridays 7pm to 9:30pm	Facilities: None Custodian: None
2962	School #3 HAS	Family Night Book Fair	School #3	October 20, 2011 and March 15, 2012 Thursdays	Facilities: None Custodian: None

				7pm to 9:30pm	
2963	School #3 HAS	Movie Nights	School #3 Auditorium	November 18, 2011, January 20, 2012 March 23, 2012 Fridays 6pm to 7:45pm	Facilities: None Custodian: None
2964	School #3 HSA	HSA Meetings	School #3 Library	November 2011 thru June 2012 2 nd Tuesday of each month 6pm to 7:30pm	Facilities: None Custodian: None
2965	Clifton Rec. Department	Color guard Competition	CHS – Gyms(2), Cafeteria(and room outside), Classrooms(8)	February 4, 2012 March 17, 2012 Saturdays 12pm to 11pm	Facilities: None Custodian: \$36/hour
2966 – OMIT					
2967	School #1 HAS	Family Fun Night	School #1 Gym	October 28, 2011 Friday 6pm to 10pm	Facilities: None Custodian: None
2968	Clifton Boys and Girls Club	Basketball Practice and working with Rec. Department	WWMS Gym	November 1, 2011 thru March 15, 2012 Monday thru Thursday 6:30-9pm	Facilities: None Custodian: None
2969	CHS Baseball Booster Club	Booster Club Meetings	CHS Cafeteria	November 11 2011 thru June 7, 2012 1 st Thursday of each month 7pm to	Facilities: None Custodian: None

				7:30pm	
2970	School #11 HAS	Class Parent Meeting	School #11 All Purpose Room	October 6, 2011 Thursday 6:45pm to 7:45pm	Facilities: None Custodian: None
2971	Islamic Society of Passaic County	EID Celebration	Stadium w/ Lights	November 12, 2011 Saturday 12pm to 8pm	Facilities: \$4,400 Custodian: \$36/hour
2972	Just Cheer	Cheerleader Competition	CHS Gym (2) and Cafeteria	February 25, 2012 7am to 7pm Saturday with a February 24, 2012 setup Friday 7pm-9pm	Facilities: \$1,785 Custodian: \$36/hour
2973	E.L.D.I.S.	Youth Soccer Practice	CCMS Lower Gym	October 24, 2011 thru March 29, 2012 Mondays, Tuesdays, and Thursdays 6pm to 8:30pm	Facilities: \$50/day Custodian: None
2974	Roche Volleyball Club	Playing Volleyball	School #2 All Purpose Room and Auditorium	October 25, 2011 thru May 28, 2012 Every Tuesday and Wednesday 6pm to 9:15pm	Facilities: \$2,000 Custodian: None

2975	Montclair State University Network for Educational Renewal	Meeting with committee members	CHS Annex Media Center Room 112	November 15, 2011, January 10, 2012 and March 6, 2012 3:30pm to 5:30pm	Facilities: None Custodian: None
2976	CHS Lacrosse Booster Club	Booster Club Meetings	Media Center and Classroom E111 (Only dates 11/2/11 and 6/6/12)	October 16, November 2, 9, 16, 2011, January 1, 25, February 8, 22, March 14, 28, April 11, 25, May 9, 23, June, 6, 20, 2012 Wednesdays 7pm to 9pm	Facilities: None Custodian: None

F-10/19/11-11 - Claims List (see attachment)

RESOLVED, that the claims represented, as appended, having been found in order by the Board Secretary/Business Administrator are hereby ordered to be released for payment when funds are available, and

BE IT FURTHER RESOLVED, that the claims be entered in the Board's official minutes and be open to further inspection by Board Members and others entitled to inspect same.

Debt Service (September)	\$ 201,321.25
Payroll (9/15)	\$ 4,038,171.52
Payroll (9/28)	\$ 4,190,758.89
List of Bills (September)	\$ 1,236,953.67
List of Bills (10/19-Pgs. 1-61)	\$ 5,579,975.92
Total	\$ 15,247,181.25

F-10/19/11-12 – Flexible Spending Account Program

RESOLVED, that pursuant to the requirements of NJPL 2011 Chapter 78, the Clifton Board of Education approves the implementation of a Section 125 Flexible Spending Account (FSA) program effective January 1, 2012 as follows:

- 1) Pursuant to their electronic proposal dated September 21, 2011, the Clifton Board of Education accepts the recommendation of its group insurance broker, Brown & Brown Benefit Advisors, Inc. to designate AmeriFlex, LLC as the Board's FSA administrator.
- 2) The Clifton Board of Education appoints Brown & Brown Benefit Advisors, Inc. as its FSA broker- of record.
- 3) All appropriate Board of Education staff are authorized to take such action and affect such documentation as necessary to implement these changes.

AGENDA Committee of the Whole Meeting October 12, 2011 Page 13

PUBLIC RECOGNITION: (This portion of the meeting is open to the citizens of Clifton for the purpose of addressing any subject matter pertinent to and/or directly related to the operation of the Clifton Public School District. Residents are requested to sign the register provided for this purpose and to state their names, addresses and subject matter. Comments are limited to five minutes per person. Issues raised by members of the public may or may not be responded to by the Board. All comments will be considered and a response will be forthcoming if and when appropriate. The Board asks that members of the public be courteous and mindful of the rights of other individuals when speaking. Specifically, comments regarding students and employees of the Board are discouraged and will not be responded to by the Board. Students and employees have specific legal rights afforded by the laws of New Jersey. The Board bears no responsibility nor will it be liable for any comments made by members of the public. Members of the public should consider their comments in light of the legal rights of those affected or identified in their comments and be aware that they are legally responsible and liable for their comments.

EMERGENT ACTION ITEMS:

Items P-10/12/11-01 through P-10/12/02 will be voted upon in one motion.
 MOTION BY _____ SECOND BY _____ VOTE _____

P-10/12/11-01 – Substitute Appointment

RESOLVED, that the Clifton Board of Education accepts the recommendation of the Interim Superintendent of Schools to approve the following individuals for assignment as per diem substitutes for the 2011-2012 school year, as specified.

Marianne Meneghin – Substitute Lunch Monitor

P-10/12/11-02 - Personnel Appointments

RESOLVED, that the following individuals are appointed in accordance with the stipulations as set forth in the recommendation of the Interim Superintendent of Schools. Employment is provisional, contingent upon a criminal record check in compliance with Title 18A:6-7.1c.

Courtney Galasso	Special Education Teacher – replacing Eladia Merino who resigned	WWMS	10/13/11-6/30/12	Step 1 BA - \$47,075 pending adoption of a new guide
Andreia Onofre	Kindergarten Teacher – new position	School #13	10/13/11-6/30/12	Step 1 BA - \$47,075 pending adoption of a new guide

EXECUTIVE SESSION: (if necessary)

MOTION FOR RESOLUTION to convene in Executive Session to discuss various Personnel, Student, and Contract matters. IT IS FURTHER RESOLVED, that the President will announce that following Executive Session, the public will be advised of the nature of the discussion and/or notified when formal action may be taken.

MOTION BY _____ SECOND BY _____ VOTE _____

RETURN FROM EXECUTIVE SESSION:

ROLL CALL

Ms. Agresti	Ms. Bassford
Mr. Daley	Ms. Danny
Mr. Demikoff	Ms. Kowal
Mr. Paitchell	Mr. Passenti
Mr. Yeamans	

Space is provided for a statement by the Board President or for action, if any.

OTHER BOARD BUSINESS:

MOTION TO ADJOURN BY _____ SECOND _____

ADJOURNED:

[NOTE: This document is subject to additions, withdrawals, and modifications without notice.]