



RIDGEWOOD BOARD OF EDUCATION

Meeting Minutes

October 16, 2023

Regular Public Meeting 7:00 p.m.

Minutes of the Regular Public Meeting of the Ridgewood Board of Education held on October 16, 2023 at 7:00 pm, at the Education Center.

I. CALL TO ORDER AND ROLL CALL

At 6:06 p.m. Ms. Kot called the meeting to order with a roll call.

Present:

Mr. Michael Lembo, President (*arrived at ~6:11 p.m.*)
Ms. HyunJu Kwak, Vice President (*arrived at ~6:57 p.m.*)
Ms. Sheila Brogan
Mr. Saurabh Dani
Mr. Muhammad Mahmoud

Also Present:

Dr. Mark Schwarz, Superintendent of Schools
Ms. Julie Kot, Business Administrator/Board Secretary
Mr. Richard Freedman, Interim Assistant Superintendent of Curriculum & Instruction
Ms. Jaime Murphy, Director of Human Resources

A. MOTION TO MOVE INTO EXECUTIVE SESSION

MOTION by: Ms. Brogan **SECOND** by: Mr. Mahmoud

VOICE VOTE:

Ms. Brogan, Mr. Dani, Mr. Mahmoud, Ms. Kwak - *ALL AYES*

- *The Board adjourned into Executive Session at ~6:08 p.m.*

B. MOTION TO OPEN REGULAR SESSION

At 7:10 p.m., Mr. Lembo moved the following resolution and called the Regular Public Meeting to order.

Whereas, said law requires the Board to adopt a resolution at a public meeting before it can meet in such Executive Session; now therefore,

Mr. Lembo announced the Board has been meeting in Executive Session pursuant to NJSA:12. The minutes from this meeting will be released when the need for confidentiality no longer exists. The Board was meeting to conduct a residency hearing and discuss issues of Personnel.

- *The Board reopened into Public Session at ~7:10 p.m.*

C. REGULAR PUBLIC MEETING ROLL CALL**Present:**

Mr. Michael Lembo, President,
Ms. HyunJu Kwak, Vice President
Ms. Sheila Brogan
Mr. Saurabh Dani
Mr. Muhammad Mahmoud

Also Present:

Dr. Mark Schwarz, Superintendent of Schools,
Ms. Julie Kot, Business Administrator/Board Secretary
Mr. Richard Freedman, Interim Assistant Superintendent of Curriculum & Instruction
Ms. Jaime Murphy, Director of Human Resources

Visitors: Approximately 15 community members were present in-person and/or virtually.

II. FLAG SALUTE AND PLEDGE OF ALLEGIANCE

Mr. Lembo led those present in the Pledge of Allegiance

III. OPENING STATEMENT BY PRESIDING OFFICER

Mr. Lembo announced that pursuant to the requirements of the Open Public Meetings Act (OPMA), advance notice of this meeting had been given to The Ridgewood News, The Record, and the Clerk of the Village of Ridgewood. In addition, notices were posted in the office of the Board Secretary and in all school buildings.

IV. PRESENTATIONS**A. Student Representative Report**

- Julian Canales-Flores, Dylan DeSisto, Shaila Venkatraman, Will Bryan, Madison Barnes, Morgan McGoldrick, Orchard Elementary School
- Fifth grade students from Orchard Elementary School presented events happening at Orchard School and highlighted the safety patrol, switching classes for specific subjects, kindergarten buddies, lunch helpers, recess squad and mindful minutes.
 - View this portion of the [Ridgewood BOE Meeting 10/16/2023](#) at 00:30:23.

B. Student Representative Report

- Sarah Bronstein, Ridgewood High School
- Ms. Bronstein provided an overview of activities taking place at Ridgewood High School including updates on athletics, performing arts, and club events.
 - View this portion of the [Ridgewood BOE Meeting 10/16/2023](#) at 00:38:21.

V. COMMENTS FROM THE PUBLIC

- Mary Micale commented about the fields and asked for an update on preparing the fields. She is looking forward to a more permanent solution.
- Laurie Weber read the following [Comment](#) regarding fixing the election cycle and asked

that it be included in the meeting minutes along with two other documents she provided to the Board Members. She also noted errors in the January 9 and 23, 2023 meeting minutes posted online.

(Visit [Ridgewood BOE Meeting 10/16/2023](#) to view the full public comments starting at 00:45:20).

VI. SUPERINTENDENT REPORT

- Dr. Schwarz reported that the High Stadium Field and Stevens field were cleaned, tested and opened today.
- The next Superintendent coffee is scheduled for November 16, 2023 at 7:00 pm
- Dr. Schwarz reviewed that the District has started using ThoughtExchange, a public engagement software.
- Mr. Richard Freedman reported that the CKLA pilot started today in 24 classrooms across the elementary schools.
- Mr. Freedman reported that AlphaBest has 365 district students enrolled and there is no wait list. A total of 22 students participated in the holiday camp.

(Visit [Ridgewood BOE Meeting 10/16/2023](#) to view the full Superintendent report and ensuing discussion at 00:51:18.)

VII. CONSENT ITEMS: REGULAR AND ROUTINE ISSUES

A. ATTENDANCE AT CONFERENCES

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Attendance at Conferences, as listed on **Attachment A**.

MOTION by: Ms. Brogan

SECOND by: Mr. Mahmoud

ROLL CALL

AYES: Ms. Brogan, Mr. Dani, Mr. Mahmoud, Ms. Kwak, Mr. Lembo

NAYS: none

B. ADMINISTRATION

i. Approval of Receipt of Suspensions and Harassment, Intimidation, and Bullying (HIB) Reports

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, acknowledges it has received confidential information regarding suspensions and HIB reports that have occurred since the last Board meeting.

ii. Approval of School Self-Assessment for Determining Grades Under the Anti-Bullying Bill of Rights Act and Opportunity

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the School Self-Assessments for Determining Grades under the Anti-Bullying Bill of Rights Act and Opportunity.

The Board has received background information.

MOTION by: Ms. Brogan

SECOND by: Mr. Lembo

ROLL CALL

AYES: Ms. Brogan, Mr. Dani, Mr. Mahmoud, Ms. Kwak, Mr. Lembo

NAYS: none

C. CURRICULUM & INSTRUCTION

i. Approval of Field Trips

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves field trips as listed on **Attachment B**.

ii. Approval of Additional New Community School Courses for Fall 2023

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the additional new Community School Courses for Fall 2023, as listed on **Attachment C**.

MOTION by: Ms. Brogan

SECOND by: Mr. Lembo

ROLL CALL

AYES: Ms. Brogan, Mr. Dani, Mr. Mahmoud, Ms. Kwak, Mr. Lembo

NAYS: none

D. HUMAN RESOURCES (with the addendum)

i. Approval: New Job Description

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves a new job description, as listed below and on **Attachment D**.

Payroll Specialist/Bookkeeper

ii. Appointments

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointments listed below, subject to receipt of appropriate documentation and the New Jersey Department of Education (NJDOE) certificate, if required.

ii-a. 2023-2024 School Year - Appointments

Name	Assignment	Location	Effective Date	NJDOE Certificate	Salary	Account #
Teacher						
Spector, Tiffany	LOA Special Education Inclusion (non-tenure track)	Ridge	10/18/23-03/11/24	Provisional Elementary School Teacher in Grades K-6 Teacher of Students with Disabilities	\$64,817 Cl. BA, St. 1	11-212-100-101-00-04-019-000

ii-b. 2023-2024 School Year - Field Placement

Name	College/University	Placement	Supervisor	Location	Effective Date
Piedrahita, Isabella	Dominican University	Shadow School Occupational Therapist	Laura Murphy	Hawes/Somerville	01/02/24-03/29/24
Smith, Brianna	William Paterson University	Clinical Practice I & II Elementary School	Nanci Catalano	Ridge	01/25/24-05/10/24 08/26/24-12/13/2024

ii-c. Paraprofessionals for the 2023-2024 School Year

Name	Assignment	Location	Hours per day	Days per week	Salary	Effective Date	Account #
Freudenberg, Debra	Brailist	RHS	5.75	5	\$29,756	10/17/23-06/30/24	11-213-100-106-00-10-024-001
Guzman, Kenya	Applied Behavior Analyst (ABA)	Hawes	5.75	5	\$24,455	10/09/23-06/30/24 revision	11-212-100-106-00-02-024-001
Knoetig, Jennifer	Special Education LLD	Hawes	5.57	5	\$21,215	10/17/23-06/30/24	11-204-100-106-00-02-024-001
Smith, Virginia	Applied Behavior Analyst (ABA)	Ridge	5.75	5	\$24,455	10/17/23-06/30/24	11-212-100-106-00-04-024-001
Villarosa, Marystelle	Special Education LLD	Hawes	5.57	5	\$21,215	10/17/23-06/30/24	11-204-100-106-00-02-024-001

ii-d. Lunchroom Aides for the 2023-2024 School Year

Name	Assignment	Location	Hours per day	Days per week	Hourly Rate	Effective Date	Account #
Leba, Donna	Lunchroom	Orchard	2	5	\$17.50	10/23/23-06/19/24	11-000-262-107-00-03-003-001
Traband, Sarah	Lunchroom	Somerville	2	5	\$17.50	10/17/23-06/19/24	11-000-262-107-00-05-005-001

ii-e. Infant/Toddler Development Center

Name	Assignment	Hours per day	Days per week	Hourly Rate	Effective Date	Account #
Convertino, Gianna	Aide (College)	5.5	5	\$15.00	10/17/23-06/30/24	62-990-100-106-00-62-060-001
Rose, Krista	Aide	3	5	\$14.13	10/17/23-	62-990-100-106-00-62-060-001

	(High School)				06/30/24	
Tutar, Nalan	Teacher Assistant - Step 1	8	5	\$16.00	10/17/23-06/30/24	62-990-100-106-00-62-060-001

ii-f. Substitutes for the 2023-2024 School Year

Teachers

Batawala, Yamuna	Maurer, Nicholas*	News, Jennifer
Doyle, Thomas	Mazzurco, Elizabeth*	Steen, Emily
Manziano, Kimberley	Nada, Nader	

\$150 Daily Rate

*Related to staff member

iii. Change in Salary Classification, effective September 1, 2023 through June 30, 2024, in accordance with the REA/Board Agreement

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the Changes in Salary Classification, effective September 1, 2023 through June 30, 2024, in accordance with the REA/Board Agreement.

Name	Location	From Salary Class, Step	To Salary Class, Step	Effective Date	Account #
Wondra, Thomas	GWMS	\$91,667 Cl. BA, St. 16	\$96,427 Cl. BA+30, St. 16	09/01/23-06/30/24	11-130-100-101-02-09-019-000

iv. Change of Assignments for the 2023-2024 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the change of assignments for the 2023-2024 school year, as listed below.

Name	From FTE Assignment Location	From Salary/ Hourly Rate	To FTE Assignment Location	To Salary/ Hourly Rate	Effective Date	Account #
Teachers						
Campbell, Beth	1.0 FTE Special Education Resource/ Inclusion/LLD BFMS	\$104,237 Cl. BA+30, St. 18	1.20 FTE Special Education Resource/ Inclusion/LLD BFMS	\$125,084 Cl. BA+30, St. 18 (non pensionable)	09/11/23-11/03/23 revision	11-213-100-101-00-08-019-000
Corlett, Susan	1.0 FTE Special Education (Mathematics) BFMS	\$117,507 (\$117,207 + \$300 CP) Cl. MA+45, St. 18	1.20 FTE Special Education (Mathematics) BFMS	\$140,648 (\$140,648 + \$300 CP) Cl. MA+45, St. 18 (non pensionable)	09/11/23-11/03/23 revision	11-213-100-101-00-08-019-000

Employee #6558	1.0 FTE Resource/ Inclusion/LLD BFMS	\$107,557 Cl. MA, St. 18	1.20 FTE Resource/ Inclusion/LLD BFMS	\$129,068 Cl. MA, St. 18 (non pensionable)	09/11/23-11/03/23 revision	11-213-100-101-00-08-019-000
Ferreri, Todd	1.0 FTE Special Education LLD BFMS	\$107,557 Cl. MA, St. 18	1.20 FTE Special Education LLD BFMS	\$129,068 Cl. MA, St. 18 (non pensionable)	09/11/23-11/03/23 revision	11-204-100-101-00-08-019-000
Hoogerhyde, Michael	1.0 FTE Special Education Science RHS	\$114,187 (\$113,887 + \$300 CP) Cl. MA+30, St. 18	1.20 FTE Special Education Science RHS	\$136,964 (\$136,664 + \$300 CP) Cl. MA+30, St. 18 (non pensionable)	09/05/23-09/19/23	11-213-100-101-00-10-019-000
Ingoglia, Brenda	1.0 FTE Mathematics RHS	\$117,507 (\$117,207 + \$300 CP) Cl. MA+45, St. 18	1.20 FTE Mathematics RHS	\$140,948 (\$140,648 + \$300 CP) Cl. MA+45, St. 18 (pensionable)	08/31/23-10/17/23 revision	11-140-100-101-01-10-019-000
Menzies, Lauren	1.0 FTE Special Education English BFMS	\$109,057 (\$107,557 + \$1,500 longevity) Cl. MA, St. 18	1.20 FTE Special Education English BFMS	\$130,568 (\$129,068 + \$1,500 longevity) Cl. MA, St. 18 (non pensionable)	09/11/23-11/03/23 revision	11-213-100-101-00-08-019-000
Scevola, Adam	1.0 FTE Mathematics RHS	\$96,927 (\$96,627 + \$300 CP) Cl. MA+45, St. 12	1.20 FTE Mathematics RHS	\$116,252 (\$115,952 + \$300 CP) Cl. MA+45, St. 12 (pensionable)	08/31/23-10/17/23 revision	11-140-100-101-01-10-019-000
Turchioe, Kristen	1.0 FTE Special Education Resource/ Inclusion BFMS	\$96,927 (\$96,627 + \$300 CP) Cl. MA+45, St. 12	1.20 FTE Special Education Resource/ Inclusion BFMS	\$116,252 (\$115,952 + \$300 CP) Cl. MA+45, St. 12 (non pensionable)	09/11/23-11/03/23 revision	11-230-100-101-00-08-019-000
Paraprofessionals						
Calderon, Jessica	Applied Behavior Analyst (ABA) non-certified	\$24,455	Applied Behavior Analyst (ABA) certified	\$28,257	09/26/23-06/30/24	11-212-100-106-00-04-024-001
Walsh, Evan	Applied Behavior Analyst (ABA) non-certified	\$24,455	Applied Behavior Analyst (ABA) certified	\$28,257	09/01/23-06/30/24	11-204-100-10600-10-024-001

v. Resignation for the Purpose of Retirement

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignation for the purpose of retirement, listed below.

Name	Assignment	Location	Years of Service	Effective Date
Teacher				
Sason, Betsy	Grade 2	Ridge	25	02/01/2024

vi. Resignations

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the resignations, as listed below.

Name	Assignment	Location	Effective Date
Paraprofessionals			
Battaglia, Karen	Spec Ed LLD	Hawes	10/02/2023
DePiero, Megan	Applied Behavior Analyst (ABA)	Ridge	10/04/2023
Sgambati, Jean	Applied Behavior Analyst (ABA)	Ridge	07/01/2023

Addendum Item:**vii. Replacement: Administrative Leave with Pay**

It is recommended that the Board approve employee #6129 for administrative leave of absence with pay effective October 4, 2023 through December 15, 2023.

viii. Leave of Absence

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the leave of absence, as listed below.

Name	Assignment	Location	Type of Leave	New/ Revision	Paid	Unpaid w/ Benefits	Unpaid w/out Benefits	Return to Work
Leonard, Mark	Special Education	BF	Family	Revised	N/A	09/11/23-11/03/23	N/A	11/06/23
Siok, Susan	Math	RHS	Family	New	09/11/23-09/29/23	N/A	N/A	10/02/23
Simpson, Victoria	Administrative Assistant	Ed Center	Medical	Revised	08/14/23-10/13/23	N/A	N/A	10/16/23
Sullivan, Jacqueline	Grade 3	Ridge	Medical	New	09/15/23-10/27/23	N/A	N/A	10/30/23

ix. Supplemental Pay Beyond Contract

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the supplemental pay beyond contract, as listed below.

ix-a. Additional Coverage for Special Education Vacancies

Name	Assignment Location	Salary	Per Diem Increase Per Day	Effective Date	Account #
Teachers					
Chua, Kelly	LDT-C Hawes	\$88,727 Cl. MA+45, St. 8	\$88.73	09/11/23-10/31/23	11-000-219-104-00-06-019-000
Fink, Susan	Social Worker Hawes	\$113,887 Cl. MA+30, St.18	\$113.89	09/11/23-10/31/23	11-000-219-104-00-02-019-000
Gorman, Brandi	Spec Ed LLD Hawes	\$92,117 Cl. MA, St. 14	\$92.12	09/05/23-10/31/23	11-204-100-101-00-02-019-000
Maneri, Jessica	School Psychologist	\$82,727 Cl. MA+45, St. 5	\$82.73	09/11/23-10/31/23	11-000-219-104-00-02-019-000 11-000-219-104-00-06-019-000

ix-b. Back-to-School Night for the 2023-2024 School Year - Administrative Assistant Support

Name	Location	# of hours	Hourly Rate	Total	Account #
Whyard, Lesley	RHS	7	\$39.11	\$273.77	11-000-240-105-00-10-010-001

ix-c. Chaperones for the 2023-2024 School Year

Name	Trip/ Activity	Dates	# of Nights per person	# of hours/ Days per person	Hourly Daily Rate per person	Total not to exceed per person	Account #
George Washington Middle School							
Kaestner, Samuel White, Katherine Volunteer	Band	2023-2024	N/A	N/A	N/A	N/A	N/A
BFMS, GWMS, and RHS							
Carr, Lauren Fabish, Christopher Funtsch, Kaitlyn Wood, Danielle	Blue Ribbon Schools Conference Orlando, Florida	11/28/23-12/01/23	3	N/A	\$200	\$600	11-401-100-101-00-08-008-001 11-401-100-101-00-09-009-001 11-401-100-101-00-10-010-001
Ridgewood High School							
Shore, Trey Volunteer	Connor Donohue Music Fellowship	2023-2024	N/A	N/A	N/A	N/A	N/A

ix-d. Elementary, Middle School and High School Clubs/Activities for the 2023-2024 School Year

Name	Club	Category	Ratio	Divided by	# of Hours per person	Hourly Rate per person	Pay Per person	Total not to exceed per person	Account #
Somerville Elementary School									
Kowalski, Alexandra	Baking	N/A	N/A	N/A	7	\$40.17	N/A	\$281.19	11-401-100-101-00-05-005-001
Willard Elementary School									
Blois, Kevin Kearns, Christopher	Green Team	N/A	N/A	N/A	15	\$40.17	N/A	\$602.55	11-401-100-101-00-07-007-001
Ozburn, Elizabeth Seguin, Danielle	Panther Business	N/A	N/A	N/A	2	\$19.83	N/A	\$39.66	11-401-100-101-00-07-007-001
Bostler, Monica	Panther Business	N/A	N/A	N/A	2	\$38.36	N/A	\$76.72	11-401-100-101-00-07-007-001
Ridgewood High School									
Evan Walsh revision	Debate Team	4	0.042	1	N/A	N/A	\$4,039	N/A	11-401-100-101-00-10-010-001
Boris, Roque- Alvarez Nova, Ryan	Crew Club	7	0.084	1	N/A	N/A	\$8,078	N/A	11-401-100-101-00-10-010-001

Jump Start 1:1 Tutoring - Title 1 for the 2023-2024 School Year, hours determined as needed, inclusive of all staff

Name	Hourly Rate	Account #
Hawes Elementary School (not to exceed \$7,000)		
Berry, Julie	\$74.12	20-231-100-101-00-02-022-001
Burgos, Lauren	\$61.13	20-231-100-101-00-02-022-001
Chang, Helen	\$63.00	20-231-100-101-00-02-022-001
Nebbia, Charles	\$79.34	20-231-100-101-00-02-022-001
Sargenti, Lisa	\$64.11	20-231-100-101-00-02-022-001
Orchard Elementary School (not to exceed \$7,000)		
Bonfanti, Jill	\$70.49	20-231-100-101-00-03-022-001

DeSantis, Laura	\$59.34	20-231-100-101-00-03-022-001
Gribben, Hailey	\$52.81	20-231-100-101-00-03-022-001
Heider, Erin	\$68.82	20-231-100-101-00-03-022-001
Lintner, Jessica	\$48.61	20-231-100-101-00-03-022-001
Meany, Judith	\$54.12	20-231-100-101-00-03-022-001
Redfern, Nicole	\$72.94	20-231-100-101-00-03-022-001
Schaffer, Amy	\$77.12	20-231-100-101-00-03-022-001
Spadaccini, Maria	\$54.61	20-231-100-101-00-03-022-001
Tell, Jena	\$71.70	20-231-100-101-00-03-022-001
Tan, Xue	\$57.44	20-231-100-101-00-03-022-001

ix-e. Lunch Time Supervision for the 2023-2024 School Year

Name	# Days per Week	Hourly Rate	Account #
Willard Elementary School			
Brunner, Dina	5	\$30.24 revision	11-000-262-107-00-07-007-001

ix-f. PSAT - Proctors 2023-2024 School Year: 8 hours, each at \$40.17, for a total of \$321.36 each

- Collins, Carla
- Darakjy, Christa
- Eidschun, Maura
- LaFamina, Freddy
- Murtha, Timothy
- Ojea, Christal
- Walsh, Evan

Account #11-000-218-104-00-10-010-001

ix-g. Receiving Safety Care Training - October 3, 2023, October 9, 2023 and October 11, 2023: 2 hours, each at an hourly rate of \$22.19, for a total of \$133.14 each

- **Dominguez, Magdalena**
- **Shabinder, Gill**
- **Singletary, De Anna**

Account #11-000-217-106-00-24-024-001

ix-h. Additional Training for Staff and Consultation for Special Education Student- Willard Elementary School

Name	# of hours Days	Hourly Daily Rate	Total	Account #
Gizzi, Nicole	5	\$78.34	\$391.70	11-213-100-101-00-24-024-001
Feder, Karen	5	\$19.83	\$99.15	11-213-100-106-00-07-024-001
Luongo, Elizabeth	5	\$19.83	\$99.15	11-213-100-106-00-07-024-001
Seguin, Danielle	5	\$19.83	\$99.15	11-213-100-106-00-07-024-001

ixi-i. Translator

- **Cuellar, Angelica**, not to exceed 2 hours, at an hourly rate of \$55.69 (\$111.38).

Account #11-140-100-101-00-10-010-001

x. Addendum Item:

Addition: Approval of Separation Agreement HR#1/2023-2024

The Ridgewood Board of Education upon the recommendation of the Superintendent of Schools, approves the Separation Agreement HR#1/2023-2024 between employee #6129 and the Ridgewood Board of Education.

The Board has received background information.

MOTION by: Ms. Brogan

SECOND by: Mr. Lembo

ROLL CALL

AYES: Ms. Brogan, Mr. Dani, Mr. Mahmoud, Ms. Kwak, Mr. Lembo

NAYS: none

E. FINANCE

i. Acceptance of Restricted Donations:

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, accepts the following restricted gifts for the **2023-2024** school year, to be used as indicated.

Donations			
Donor	Amount	Use	Account Number
Ridgewood High School Home and School Association	\$2,400 (gift in kind)	A gift in kind of the Peter Van Buskirk presentation.	N/A
New York Jets	\$1,000	To be used to purchase equipment for the	20-067-100-610-10-034-001

Foundation, Inc		Ridgewood High School flag football program.	
Paul Cronk	\$164.16 (gift in kind)	A gift in kind of mannequins for the Ridgewood High School school store.	N/A

ii. Approval: Acceptance of the Board Secretary and Treasurer Report

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution:

WHEREAS, the Board of Education has received the report of the Secretary and Treasurer for the month of **August 2023**; now, therefore,

BE IT RESOLVED, the Board of Education accepts the above referenced reports and orders that it be attached to and made part of the official record of this meeting.

The Board has received background information.

iii. Approval: Budget Appropriation Transfers

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves transfers for **August 2023** as shown in the Journal Entry listing pursuant to Policy 6422.

The Board has received background information.

iv. Approval: Secretary's Line Item Certification

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following resolution: WHEREAS, the Board of Education has received the Report of the Secretary for the month of **August 2023**,

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 Board of Education accepts the above referenced reports and certifications and orders that they be attached to and made part of the record of this meeting, and Be it Further Resolved, in compliance with N.J.A.C. 6:20-A10(e), the Board of Education certifies that, after review of the secretary's monthly financial reports (appropriate section) and upon consultation with the appropriate district officials, to the best of its 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 school year.

The Board has received background information.

v. Approval of Parent Transportation Contracts for the 2023-2024 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following transportation contracts for the 2023-2024 school year:

Contract	Contractor	Rate for 180 days	Annual Cost
9060	Parent	\$5400	Based on actual # of days attended
9050	Parent	\$5400	Based on actual # of days attended
9058	Parent	\$5400	Based on actual # of days attended
9061	Parent	\$5400	Based on actual # of days attended
9051	Parent	\$5400	Based on actual # of days attended

vi. Approval of the Custodial Overtime Hourly Fee for Use of Facilities

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the correction to the Custodial Overtime Hourly Fee that was approved at the May 22, 2023 Regular Public Meeting Agenda as listed below:

> ~~\$30.60~~ \$31.98 per hour

vii. Approval of Additional Contracted Therapists to Provide Special Education Services for the 2023-2024 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the additional contracted therapists to provide special education services for the 2023-2024 school year as listed below.

Contractor	Service	Rate
Cross County Clinical	Bilingual Evaluations, PT/OT Evaluations, Translation Services	\$980 each, \$450 each

viii. Approval of Out-of-District Placements for the 2023-2024 School Year

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the regular tuition and extraordinary services for the 2023-2024 school year.

Out-Of-District Tuition	
BCSS - NOVA North Emerson, NJ	1
Bergen Ctr For Child Develop., Haworth, NJ	1
Calais School, Whippany, NJ	1
High Point School of Bergen County, Lodi, NJ	1
Holmstead School, Ridgewood, NJ	2
Northern Valley Regional HS District, Demarest, NJ	1
Reed Academy, Oakland, NJ	1
Sage Alliance, Rochelle Park, NJ	1
Out-Of-District Extraordinary Services	
Bergen County Special Services, Paramus, NJ	1
Bergen Ctr For Child Develop., Haworth, NJ	1
Morris-Union Jointure Commission Board of Ed, New Providence, NJ	1

ix. Approval of Agreement with Midtown Bridge, LLC, d/b/a Ice House

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the agreement with Midtown Bridge, LLC, d/b/a Ice House, Hackensack, NJ, for scheduled rink usage from November 20, 2023 through February 29, 2024 in the amount of \$36,762.50. There is an increase in fee of \$52.29 per hour since the 2022-2023 school year.

The Board has received background information.

x. Approval of Volunteer Band Truck Drivers

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following volunteers to drive the Band equipment trucks during the 2023-2024 school year:

- Gary R. Fink
- Jeffrey G. Haas
- James C. Garde II
- John W. Luckenbill III
- Ted Stephens
- Bryan Waisnor
- Todd Rothman
- Anton C. Peskens
- Greg A. Gardner
- Arnaud Casey
- Alexei Petrov
- Bryan McBurney

xi. Approve Change Order for Science Wing Roof Replacement at Ridgewood High School

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the following change order with respect to the Science Wing Roof Replacement at Ridgewood High School:

WHEREAS, the contractor, Northeast Roof Maintenance (NRM), has identified water infiltration related to the seams and profile of the existing coping stones and has recommended the installation of new aluminum coping over those stones; and

WHEREAS, the total cost of materials and labor associated with the change order, net of credits for sealant work that was originally planned but not performed, is \$82,388; and

WHEREAS, the original contract for the Science Wing Roof Replacement at Ridgewood High School included a \$50,000 discretionary project allowance that was not utilized for construction, an increase of \$32,388 to the original contract amount will be necessary to effectuate the change order; and

WHEREAS, the District has determined that the addition of the metal coping would be beneficial to the longevity of the newly installed roof system; and

WHEREAS, the necessary additional funds which were original budgeted from Capital

Reserves for this project remain available; and

NOW THEREFORE BE IT RESOLVED, that the existing Contract with NRM be changed to incorporate the above work at a total cost of \$82,388, increasing the total contract price to \$624,838; and

NOW THEREFORE BE IT FURTHER RESOLVED, the Ridgewood Board of Education hereby authorizes the District's School Business Administrator to enter into such agreements as may be necessary to effectuate the above.

MOTION by: Ms. Brogan

SECOND by: Mr. Mahmoud

ROLL CALL

AYES: Ms. Brogan, Mr. Dani, Mr. Mahmoud, Ms. Kwak, Mr. Lembo

NAYS: none

- Mr. Lembo read the donations into the record and thanked the responsible parties.
 - *View this portion of the [Ridgewood BOE Meeting 10/16/2023 at 01:12:42](#).*

VIII. RESOLUTIONS AND MOTIONS NOT INCLUDED IN CONSENT AGENDA

- The Board discussed the proposed resolution as written.
 - *View this portion of the [Ridgewood BOE Meeting 10/16/2023 at 01:13:57](#).*

~~A. Authorization for the Board Counsel to File a Motion Pursuant to NJ Court Rule 4:50-1(f)~~
 The Ridgewood Board of Education approves the following resolution:

~~RESOLVED, that for the purpose of ensuring that an annual school election occurs in accordance with N.J.S.A. 19:60-1 and N.J.S.A. 18A:12-11, the Ridgewood Board of Education authorizes the Board's Counsel to file a motion pursuant to New Jersey Court Rule 4:50-1(f) seeking the following relief from the February 20, 2019 Order in the action BER-L-411-19, which resulted no annual school election in 2022:~~

~~(1) that one (1) of the three (3) board seats that are up for election in November 2024 be limited to a one-year term for the 2025 calendar year only; and~~

~~(2) that the board seat with the one-year term for 2025 only will then revert to a three-year term length in the November 2025 election and for all elections thereafter resulting in the reestablishment of an annual school election in the Village of Ridgewood.~~

Motion to Amend Resolution A.

MOTION by: Mr. Mahmoud

SECOND by: Ms. Kwak

ROLL CALL

AYES: Ms. Brogan, Mr. Dani, Mr. Mahmoud, Ms. Kwak, Mr. Lembo

NAYS: none

A. Resolution as Amended:

Authorization for the Board Counsel to File a Motion

The Ridgewood Board of Education approves the following resolution:

RESOLVED, that for the purpose of ensuring that an annual school election occurs in accordance with N.J.S.A. 19:60-1 and N.J.S.A. 18A:12-11, the Ridgewood Board of Education authorizes the Board’s Counsel to file a motion, if necessary, seeking the following relief:

- (1) that one (1) of the three (3) board seats that are up for election in November 2024 be limited to a one-year term for the 2025 calendar year only; and
- (2) that the board seat with the one-year term for 2025 only will then revert to a three-year term length in the November 2025 election and for all elections thereafter resulting in the reestablishment of an annual school election in the Village of Ridgewood.

Motion to Approve Amended Resolution A.

MOTION by: Mr. Lembo **SECOND** by: Ms. Brogan

ROLL CALL

AYES: Ms. Brogan, Mr. Dani, Mr. Mahmoud, Ms. Kwak, Mr. Lembo

NAYS: none

Mr. Dani requested that today’s comments and the amended resolution be forwarded to the Board attorney.

Dr. Schwarz withdrew Resolution B:

~~B. Approval of Settlement Agreement~~

~~The Ridgewood Board of Education approves a settlement agreement.~~

~~The Board has received background information.~~

IX. APPROVAL OF BILLS

Mr. Lembo

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the payment of bills as listed below and reviewed by Ms. Brogan

DATES	DESCRIPTION	CHECK NUMBER	AMOUNTS
Sept 29	Columbia Bank On-Line	111536-111537	52,650.00
Oct 9	Columbia Bank On-Line	111538-111666	1,943,334.30
Sept 30	Payroll Transfer	P46038	3,645,220.08
Oct 16	Columbia Bank On-Line	111693	206,777.34
Oct 16	Columbia Bank On-Line	111728	201,790.66
TOTAL			6,049,772.38

*check 111665 misprinted

MOTION by: Ms. Brogan

SECOND by: Mr. Lembo

ROLL CALL

AYES: Ms. Brogan (*abstained from Check #111563*), Mr. Dani, Mr. Mahmoud, Ms. Kwak, Mr. Lembo

NAYS: none

X. BOARD MEMBER ANNOUNCEMENTS

- Ms. Brogan made the following announcements:
 - Bergen County School Boards held a meeting on October 3 and they reported:
 - 16 new superintendents started in Bergen County this fall
 - ROD grants: Bergen County received 20% of all ROD grant money allocated by the State
 - State extended the approval for retired teachers to teach for another year without impact to their pension
 - Adjustment to S2 law: $\frac{2}{3}$ of all districts recouped some of the funding; $\frac{1}{3}$ of the districts received a decrease in their funding. Ridgewood received a total of \$3,297,211 in funding in the last five years.
 - The Anti Bullying Task Force heard public comments on October 4th and 5th and will issue its final report by the end of the year at abtf2023@doe.nj.gov
 - Ridgewood HSA held a student panel on later start tomes and the feedback was favorable.
 - There is an increase in vaping at RHS.
 - The RHS Guidance Department has new College Admission Podcasts.
 - Friends of Music is having a music writing contest. Entries are being accepted through December 1.
 - Reminder about the importance of voting in the General Election for local, county, state and federal elections.
- Mr. Mahmoud announced that SEPAG's first meeting of the year was held on October 6 which reviewed the new organizational structure, bylaws and reports from the individual school representatives. There will be a Friendly Dining Event at Steel Wheel Tavern on November 8.
- Ms. Kwak reported that the annual NJ School Board Association workshop will be held the week of October 23. This is an opportunity for Administration and registered members to attend training workshops. Ms. Kwak will be involved in hosting the Asian Pacific Islander Group reunion meeting on Tuesday October 24 at 9:30. Everyone who is attending the NJSBA conference is welcome to attend.
- Mr. Lembo reported that on October 3 the entire community was impacted by a great loss. He also reported:
 - The home football game will take place this Friday
 - The Federated HSA held their meeting two weeks ago.
 - The Wizards game will take place on Sunday February 25.
 - Super Soccer Saturday and Senior Night are reviewing their dates as a result of field availability.
 - Travell held their social on Saturday, Willard's auction will be held at the end of the month, Dad's night kicks off their season on Thursday, Tic Toc Docents will take place at the end of the month.
 - STEPSS Open House will be held Friday, October 20 at 10 a.m. at 38 Oak Street.

(View the full discussion of the [Ridgewood BOE Meeting 10/16/2023 at 01:35:33.](#))

XI. BOARD COMMITTEE REPORTS

Ms. Brogan reported the Curriculum Committee meeting updates:

- EPIC started at RHS and will continue to build. Stile is the supplemental text, looking at Engineering through all of the sciences.
- LinkIt: we are looking to begin extending this to grades 6-8.
- Online Tutoring Program: we are looking to use ESSER funds for grades 6-8 or grades 6-12 online tutoring.
- Recommendation for 2nd Step Guidance Counselors currently at grades K to 5 to also go to grades 6-8 as well.
- It is being requested that the Linkit Reports be shared with parents.

Ms. Kwak reported the Finance Committee meeting updates:

- Auditors are onsite and have been identifying issues and making recommendations for corrections.
- As Budget entries are being reviewed.
- It was identified that the Cafeteria point-of-sale issue that was highlighted was an isolated case that was identified and corrected quickly at the time that it happened.

Mr. Dani reported the Facilities Committee meeting updates:

- The RHS roof project requires a change order for metal coping within the original allocated amount.
- The current projects that are being identified as ROD grant projects are the Glen HVAC, Ridge HVAC, and RHS Stem Lab Ventilation.
- Most of the units for the PSE&G Rooftop project are procured by the contractor. They are working with the Village for the final permit process. The project includes 8 units at RHS, 11-12 units at Hawes and 3 units at Ridge.
 - Ms. Kot clarified that the total project cost for the direct install was estimated at about \$719,000. The District is paying a reduced amount, approximately \$312,000 in the 60 monthly installments.
- Ms. Kot and Mr. Cook identified a vendor for the turf repair who is in the co-op and gave the District a quote of ~\$40,000, which was a lower quote than the original vendor.
- The committee discussed ideas for long term solutions to the field flooding.

(View the full Committee Report discussion of the [Ridgewood BOE Meeting 10/16/2023 at 01:52:07.](#))

XII. DISCUSSION ITEMS

- Board Goals
- Committee Structure

- Mr. Lembo stated that while reviewing the minutes of the previous meeting, he realized that he may have misspoke and wanted to clarify that he “has no immediate family members working in the district.”
 - [View this portion of the Ridgewood BOE Meeting 10/16/2023 at 02:16:004.](#)
- Mr. Lembo discussed his ideas for Board Goals:
 - the reorganization of the committee structure,
 - settling the REA contract

- completing the Superintendent evaluation,
- completing and presenting the Board's evaluation,
- evaluating the district's goal process and periodically ensuring that additional support is not needed.
- Ms. Kwak shared her thoughts on Board Goals:
 - the reorganization of the committee structure
 - a flood mitigation assessment
 - Board training to understand responsibilities and roles
 - reviewing the feasibility of intramural sports districtwide
- Mr. Dani shared a Board Goal idea:
 - ensure annual school board elections is reestablished starting with the November 2024 election
 - The Board discussed the proposed Board Goals

(View this portion of the [Ridgewood BOE Meeting 10/16/2023 at 02:17:25.](#))

- Mr. Lembo discussed that it was favorable that the committee meetings were scheduled on the same day. He confirmed to Ms. Kwak that we will not have a personnel committee this year.
 - Mr. Lembo reviewed the committee assignments that needed to be amended on the District website:
 - RHS HSA - Ms. Brogan is the liaison
 - SEPAG Committee - Mr. Mahmoud is the liaison
 - Citizens Safety Committee - Ms. Brogan is the liaison
 - The three main committees are: Finance, Facilities and Curriculum
 - The Board discussed the Committee assignments.
 - Mr. Lembo summarized the following changes:
 - Remove the Alternative Schedules Committee liaison.
 - Remove the Garden State Coalitions liaison.

(View this portion of the [Ridgewood BOE Meeting 10/16/2023 at 02:31:53.](#))

XIII. ACCEPTANCE OF MINUTES

- September 18, 2023 Regular Public Meeting
- October 2, 2023 Regular Public Meeting
- October 2, 2023 Executive Session Meeting

MOTION by: Mr. Lembo

SECOND by: Ms. Brogan

VOICE VOTE:

Ms. Brogan, Mr. Dani, Ms. Kwak, Mr. Lembo (*abstained from the 10/2/23 Executive Session*), Mr. Mahmoud - **ALL AYES**

XIV. OTHER BUSINESS

N/A

XV. COMMENTS FROM THE PUBLIC

- Mary Micale thanked the Board for an update on the fields and thanked the administrators for their work. She stated that the Board is entitled to clear direction from the Board counsel. If it is as easy as passing a resolution and setting up the resolution, there is no need for wasted expenses and going to court.
- Laurie Weber commented about the election process and stated that now is the time to own what happened and correct it in the most logical way which is the way that was defined in the resolution. We do not need court action which could take months.
- Peter Malton commended Dr. Schwarz and the team for a great start to the school year.

(View this portion of the [Ridgewood BOE Meeting 10/16/2023 at 02:48:46.](#))

XVI. MOTION TO GO INTO EXECUTIVE SESSION

N/A

XVII. RECONVENED PUBLIC MEETING

N/A

XVIII. ADJOURNMENT

MOTION by: Mr. Lembo

SECOND by: Ms. Brogan

VOICE VOTE:

Ms. Brogan, Mr. Dani, Mr. Mahmoud, Ms. Kwak, Mr. Lembo - *ALL AYES*

- **The Meeting was adjourned at 9:42 p.m.**

Respectfully Submitted,



Julie Kot
Business Administrator

Professional Development

BOE Date: 10/16/2023

Staff member	Name of Conference Location & Dates	Rationale	Estimated Cost for Approval	# of Sub Days required
Isabelle Fisher	Navigating The Children's System of Care Bergen Resource Net Virtual 9/22/23	Professional Development	\$0.00	0
Candace Cordasco	Basic Life Saving Instructor Recertification Lifesavers Inc. Fairfield, NJ 10/16/23	Professional Development	\$70.00	0
Cindy Lora (See date change - was previously approved on 9/18/23)	Autism NJ Conference Autism NJ Atlantic City, NJ 10/18/23 - 10/20/23	Professional Development	Cost already approved on 9/18/23 agenda	0
Tara Taylor	NJ Council of Educators General Meeting/Induction Ceremony NJ Council of Educators Monroe Township, NJ 10/20/23	Professional Development	\$160.00	0
Allyson Saladino	2023 NJ Council for the Social Studies Conference NJ Council for the Social Studies - Rutgers University New Brunswick, NJ 10/23/23	Professional Development	\$90.00	0
Larry Holand	Savannah College of Art and Design Film Festival Savannah College of Art and Design Savannah, Georgia 10/23/23 - 10/25/23	Professional Development	\$0.00	0
Amy Policelli	ASL Professional Development Ridge High School Basking Ridge, NJ 10/24/23	Professional Development	\$35.00	0
Kathryn Droske	Reading Strategies: Essential Teaching for Every Classroom Rutgers Center for Literacy Development Piscataway, NJ 10/26/23	Professional Development	\$180.00	1

Kelly Chua	Connection Over Compliance: A Compassionate Care Approach to Supporting Students with Emotional Regulation Impairment Lakeview Learning Center Virtual 10/27/23	Professional Development	\$0.00	0
Courtney Weiss-Chromeck	Connection Over Compliance: A Compassionate Care Approach to Supporting Students with Emotional Regulation Impairment Lakeview Learning Center Virtual 10/27/23	Professional Development	\$0.00	0
Kathleen Acosta	Connection Over Compliance: A Compassionate Care Approach to Supporting Students with Emotional Regulation Impairment Lakeview Learning Center Virtual 10/27/23	Professional Development	\$0.00	0
Sarah Hawkins	Connection Over Compliance: A Compassionate Care Approach to Supporting Students with Emotional Regulation Impairment Lakeview Learning Center Wayne, NJ 10/27/23	Professional Development	\$0.00	0
Kathleen Finnegan	HIB Law Update: 2023-2024 TMI-Legal One Collaborative Virtual 11/2/23	Professional Development	\$0.00	0
Michele Kiely	No More Meltdowns: Managing Overwhelming Frustration and Anxiety AEP Connections Virtual 11/2/23	Professional Development	\$99.00	0.5
Molly Betstadt	No More Meltdowns: Managing Overwhelming Frustration and Anxiety AEP Connections Virtual 11/2/23	Professional Development	\$99.00	0.5
Georgia Abrunzo	BrainStorm Poconos 2023 BrainStorm Educational Technology Conferences Pocono Manor, PA 11/12/23 - 11/14/23	Professional Development	\$853.00	0
Alim Pervizi	BrainStorm Poconos 2023 BrainStorm Educational Technology Conferences Pocono Manor, PA 11/12/23 - 11/14/23	Professional Development	\$845.00	0

Serhiy Morhun	BrainStorm Poconos 2023 BrainStorm Educational Technology Conferences Pocono Manor, PA 11/12/23 - 11/14/23	Professional Development	\$849.00	0
Livia Lauro	2023 NJAHPERD Adapted HPE Conference New Jersey Association for Health, Physical Education, Recreation & Dance Somerset, NJ 11/13/23	Professional Development	\$146.00	0
Sheryl O'Brien	American Speech Language Hearing Association National Convention 2023 American Speech Language Hearing Association Boston, MA 11/15/23 - 11/18/23	Professional Development	\$949.00	0
Laura Calandra	Jennifer Serravallo & Leah Steiner Reading Strategies: Essential Teaching for Every Classroom Rutgers Center for Literacy Development Piscataway, NJ 11/26/23	Professional Development	\$220.00	1
Donna Merhige-Petrick	NJIDA Fall Conference 2023 New Jersey International Dyslexia Association Somerset, NJ 12/1/23	Professional Development	\$220.00	1
Kathleen Acosta	NJIDA Fall Conference 2023 New Jersey International Dyslexia Association Somerset, NJ 12/1/23 and 12/2/23	Professional Development	\$372.00	0
Kathryn Ward (See date change - was previously approved on 8/28/23)	Morphology Plus Institute for Multi-Sensory Education Virtual 12/4/23 - 12/8/23	Professional Development	Cost already approved on 8/28/23 agenda	0
Jill Rota	Grade 1 Measurement and Data and Geometry Conquer Mathematics Pompton Plains, NJ 12/15/23	Professional Development	\$388.00	2
Andrea Golden	Grade 1 Measurement and Data and Geometry Conquer Mathematics Pompton Plains, NJ 12/15/23 and 2/7/24	Professional Development	\$378.00	2
Craig Bunzey	2024 Mohegan Sun World Softball Coaches' Convention World Softball Coaches' Convention Uncasville, CT 1/12/24 - 1/12/24	Professional Development	\$905.00	0

Laura Calandra	Jan Burkins Shifting the Balance: Aligning Literacy Instruction with What We Know About How the Brain Reads Rutgers Center for Literacy Development Piscataway, NJ 4/17/24	Professional Development	\$220.00	1
Kathryn Droske	Jan Burkins Shifting the Balance: Aligning Literacy Instruction with What We Know About How the Brain Reads Rutgers Center for Literacy Development Piscataway, NJ 4/17/24	Professional Development	\$180.00	1

The total cost for these conferences is \$7,223. Upon Board approval of all of these conferences, the total expenditure for travel and conferences for 2023-24 will be \$48063 leaving a balance of \$151,937.

The total cost of substitutes for these conferences is \$1,600. Upon board approval of these conferences, the total expenditure for substitutes for conferences for the 2023-24 school year will be \$16,320.

FIELD TRIPS FOR APPROVAL

October 16, 2023

ONE DAY TRIPS

Date	School	Location	Approx # and Group of Students	# of Chaperones	# Substitutes and dates for each	Anticipated Cost of Subs @ \$160 per day for teachers and \$200 per day for nurse	Anticipated Cost to District	Annual Event	Meets Requirements
10/17/23	Hawes	Waterloo Village, Stanhope, NJ	75 3rd Grade Students	18	1 - Sub Nurse	\$200	\$200 (Sub Nurse)	Yes	Yes
10/18/23	RHS	Unified Sports, Ridge School, Ridgewood, NJ	4-8 Friends of Unified Sports Members	2	0	\$0	\$0	No	Yes
10/18/23	Travell	RHS New Players Performance of The Play that Goes Wrong, Ridgewood High School, Ridgewood, NJ	182 3rd, 4th and 5th Grade Students	13	0	\$0	\$0	No	Yes
10/24/23	RHS	Unified Sports, Ridge School, Ridgewood, NJ	4-8 Friends of Unified Sports Members	2	0	\$0	\$0	No	Yes
10/30/23	RHS	Unified Sports, Ridge School, Ridgewood, NJ	4-8 Friends of Unified Sports Members	2	0	\$0	\$0	No	Yes
New date of 11/1 (rain date 11/6) - last approved on 8/28/23 agenda)	Orchard	Ridgewood Library, Police Station and Town Hall, Ridgewood, NJ	62	20	0	\$0	\$0	Yes	Yes
11/1/23	Travell	Storm King Art Center, New Windsor, NY	66 5th Grade Students	10	1 - Sub Nurse and 1-Sub Teacher	\$160 - Sub Teacher and \$200 - Sub Nurse	\$1,710 Total: \$160 (Sub Teacher), \$200 (Sub Nurse) and \$1,150 (Bus)	Yes	Yes
11/2/23	Orchard	Storm King Art Center, New Windsor, NY	62 5th Grade Students	5	1 - Sub Teacher	\$160	\$160 (Sub Teacher)	Yes	Yes
11/2/23	Willard	Montclair Art Museum, Montclair, NJ	44 5th Grade Students	6	1 - Sub Nurse and 1-Sub Teacher	\$160 - Sub Teacher and \$200 - Sub Nurse	\$360 Total: \$160 (Sub Teacher) and \$200 (Sub Nurse)	Yes	Yes
11/3/23	RHS	Unified Sports, Ridge School, Ridgewood, NJ	4-8 Friends of Unified Sports Members	2	0	\$0	\$0	No	Yes
11/3/23	Willard	Montclair Art Museum, Montclair, NJ	45 5th Grade Students	6	1 - Sub Nurse and 1-Sub Teacher	\$160 - Sub Teacher and \$200 - Sub Nurse	\$360 Total: \$160 (Sub Teacher) and \$200 (Sub Nurse)	Yes	Yes
11/6/23	RHS	MEVO Fresh Roots Farm, Mahwah, NJ	40 12th Grade National Honor Society Members	2	0	\$0	\$0	No	Yes
11/7/23	Ridge	Museum Village, Monroe, NY	53 1st Grade Students	6	1 - Sub Nurse	\$200	\$200 (Sub Nurse)	Yes	Yes

FIELD TRIPS FOR APPROVAL

October 16, 2023

ONE DAY TRIPS

Date	School	Location	Approx # and Group of Students	# of Chaperones	# Substitutes and dates for each	Anticipated Cost of Subs @ \$160 per day for teachers and \$200 per day for nurse	Anticipated Cost to District	Annual Event	Meets Requirements
11/14/23	BF	RHS Chorus Day, Ridgewood High School, Ridgewood, NJ	57 8th Grade Students	3	0	\$0	\$380(Bus)	Yes	Yes
11/15/23	Somerville	Storm King Art Center, New Windsor, NY	60 4th Grade Students	14	1 - Sub Nurse and 1-Sub Teacher	\$160 - Sub Teacher and \$200 - Sub Nurse	\$360 Total: \$160 (Sub Teacher) and \$200 (Sub Nurse)	Yes	Yes
11/15/23	Ridge	Community Based Instruction, Stop & Shop, Ridgewood, NJ	9 RISE Students	14	1 - Sub Nurse	\$200	\$200 (Sub Nurse)	No	Yes
11/17/23	RHS	Unified Sports, Ridge School, Ridgewood, NJ	4-8 Friends of Unified Sports Members	2	0	\$0	\$0	No	Yes
12/1/23	RHS	Unified Sports, Ridge School, Ridgewood, NJ	4-8 Friends of Unified Sports Members	2	0	\$0	\$0	No	Yes
12/17/23	RHS	Unified Sports, Ridge School, Ridgewood, NJ	4-8 Friends of Unified Sports Members	2	0	\$0	\$0	No	Yes
12/19/23	RHS	Unified Sports, Ridge School, Ridgewood, NJ	4-8 Friends of Unified Sports Members	2	0	\$0	\$0	No	Yes
12/20/23	Ridge	Community Based Instruction, Walgreens, Ridgewood, NJ	9 RISE Students	14	1 - Sub Nurse	\$200	\$200 (Sub Nurse)	No	Yes
1/2/24	RHS	Unified Sports, Ridge School, Ridgewood, NJ	4-8 Friends of Unified Sports Members	2	0	\$0	\$0	No	Yes
1/6/24	BF	Camelback Mountain, Tannersville, PA	Up to 50 Ski Club Members	Up to 4	0	\$0	\$0	No	Yes
1/12/24	RHS	Unified Sports, Ridge School, Ridgewood, NJ	4-8 Friends of Unified Sports Members	2	0	\$0	\$0	No	Yes
1/17/24	Ridge	Community Based Instruction, Wendy's, Midland Park, NJ	9 RISE Students	14	1 - Sub Nurse	\$200	\$200 (Sub Nurse)	No	Yes
1/19/24	RHS	Unified Sports, Ridge School, Ridgewood, NJ	4-8 Friends of Unified Sports Members	2	0	\$0	\$0	No	Yes
1/20/24	BF	Camelback Mountain, Tannersville, PA	Up to 50 Ski Club Members	Up to 4	0	\$0	\$0	No	Yes

FIELD TRIPS FOR APPROVAL

October 16, 2023

ONE DAY TRIPS

Date	School	Location	Approx # and Group of Students	# of Chaperones	# Substitutes and dates for each	Anticipated Cost of Subs @ \$160 per day for teachers and \$200 per day for nurse	Anticipated Cost to District	Annual Event	Meets Requirements
1/31/24	RHS	Unified Sports, Ridge School, Ridgewood, NJ	4-8 Friends of Unified Sports Members	2	0	\$0	\$0	No	Yes
2/3/24	BF	Camelback Mountain, Tannersville, PA	Up to 50 Ski Club Members	Up to 4	0	\$0	\$0	No	Yes
2/6/24	RHS	Unified Sports, Ridge School, Ridgewood, NJ	4-8 Friends of Unified Sports Members	2	0	\$0	\$0	No	Yes
2/16/24	RHS	Unified Sports, Ridge School, Ridgewood, NJ	4-8 Friends of Unified Sports Members	2	0	\$0	\$0	No	Yes
2/28/24	Ridge	Community Based Instruction, Stop & Shop, Ridgewood, NJ	9 RISe Students	14	1 - Sub Nurse	\$200	\$200 (Sub Nurse)	No	Yes
3/1/24	RHS	Unified Sports, Ridge School, Ridgewood, NJ	4-8 Friends of Unified Sports Members	2	0	\$0	\$0	No	Yes
3/6/24	Ridge	Sugar Mapling/James A. McFaul Environmental Center, Wyckoff, NJ	65 2nd Grade Students	16	1 - Sub Nurse	\$200 Sub Nurse	\$200 (Sub Nurse)	No	Yes
3/7/24	RHS	Unified Sports, Ridge School, Ridgewood, NJ	4-8 Friends of Unified Sports Members	2	0	\$0	\$0	No	Yes
3/18/24	Ridge	Ellis Island Gateway to a Dream Performance, Ramapo College, Mahwah, NJ	100 4th Grade Students	8	0	\$0	\$0	No	Yes
3/19/24	RHS	Unified Sports, Ridge School, Ridgewood, NJ	4-8 Friends of Unified Sports Members	2	0	\$0	\$0	No	Yes
3/20/24	Ridge	Community Based Instruction, Walgreens, Ridgewood, NJ	9 RISe Students	14	1 - Sub Nurse	\$200	\$200 (Sub Nurse)	No	Yes
4/2/24	RHS	Unified Sports, Ridge School, Ridgewood, NJ	4-8 Friends of Unified Sports Members	2	0	\$0	\$0	No	Yes
4/12/24	RHS	Unified Sports, Ridge School, Ridgewood, NJ	4-8 Friends of Unified Sports Members	2	0	\$0	\$0	No	Yes
4/19/24	RHS	Unified Sports, Ridge School, Ridgewood, NJ	4-8 Friends of Unified Sports Members	2	0	\$0	\$0	No	Yes

FIELD TRIPS FOR APPROVAL

October 16, 2023

ONE DAY TRIPS

Date	School	Location	Approx # and Group of Students	# of Chaperones	# Substitutes and dates for each	Anticipated Cost of Subs @ \$160 per day for teachers and \$200 per day for nurse	Anticipated Cost to District	Annual Event	Meets Requirements
4/24/24	Ridge	Community Based Instruction, Wendy's, Midland Park, NJ	9 RISe Students	14	1 - Sub Nurse	\$200	\$200 (Sub Nurse)	No	Yes
4/24/24	Ridge	Liberty Science Center, Jersey City, NJ	100 4th Grade Students	32	1 - Sub Nurse	\$200	\$200 (Sub Nurse)	No	Yes
4/25/24	RHS	Unified Sports, Ridge School, Ridgewood, NJ	4-8 Friends of Unified Sports Members	2	0	\$0	\$0	No	Yes
4/26/24	Orchard	Museum of the American Revolution, Philadelphia, PA	59 5th Grade Students	34	1 - Sub Nurse	\$200	\$200 (Sub Nurse)	Yes	Yes
5/3/24	Hawes	Ellis Island, New York, NY	82 4th Grade Students	9	1 - Sub Nurse	\$200	\$200 (Sub Nurse)	Yes	Yes
5/3/24	Hawes	Meadowlands Environment Center, Lyndhurst, NJ	69 5th Grade Students	13	1 - Sub Nurse	\$200	\$200 (Sub Nurse)	Yes	Yes
5/7/24	RHS	Unified Sports, Ridge School, Ridgewood, NJ	4-8 Friends of Unified Sports Members	2	0	\$0	\$0	No	Yes
5/7/24	Ridge	Community Based Instruction, Van Dyk's Ice Cream, Ridgewood, NJ	9 RISe Students	14	1 - Sub Nurse	\$200	\$200 (Sub Nurse)	No	Yes
5/7/24	Ridge	Flat Rock Brook, Englewood, NJ	65 2nd Grade Students	16	1 - Sub Nurse	\$200 Sub Nurse	\$200 (Sub Nurse)	No	Yes
5/15/24	Ridge	Community Based Instruction, Van Dyk's Ice Cream, Ridgewood, NJ	9 RISe Students	14	1 - Sub Nurse	\$200	\$200 (Sub Nurse)	No	Yes
5/16/24	Willard	Tenaflly Nature Center, Tenaflly, NJ	44 2nd Grade Students	9	1 - Sub Nurse	\$200	\$200 (Sub Nurse)	Yes	Yes
5/17/24	Willard	Tenaflly Nature Center, Tenaflly, NJ	43 2nd Grade Students	13	1 - Sub Nurse	\$200	\$200 (Sub Nurse)	Yes	Yes
5/17/24	RHS	Unified Sports, Ridge School, Ridgewood, NJ	4-8 Friends of Unified Sports	2	0	\$0	\$0	No	Yes
5/23/24	RHS	Unified Sports, Ridge School, Ridgewood, NJ	4-8 Friends of Unified Sports	2	0	\$0	\$0	No	Yes
5/23/24	Willard	Museum Village, Monroe, NY	76 3rd Grade Students	10	1 - Sub Nurse	\$200	\$200 (Sub Nurse)	Yes	Yes
5/23/24	Willard	Turtleback Zoo, West Orange, NJ	61 1st Grade Students	25	1 - Sub Nurse	\$200	\$200 (Sub Nurse)	Yes	Yes

FIELD TRIPS FOR APPROVAL

October 16, 2023

ONE DAY TRIPS

Date	School	Location	Approx # and Group of Students	# of Chaperones	# Substitutes and dates for each	Anticipated Cost of Subs @ \$160 per day for teachers and \$200 per day for nurse	Anticipated Cost to District	Annual Event	Meets Requirements
5/30/24	Willard	Van Saun Zoo and Park, Paramus, NJ	164 Kindergarten and 5th Grade Students	17	1 - Sub Nurse	\$200	\$200 (Sub Nurse)	Yes	Yes
5/30/24	RHS	Unified Sports, Ridge School, Ridgewood, NJ	4-8 Friends of Unified Sports Members	2	0	\$0	\$0	No	Yes
6/3/24	Willard	Meadowlands Environment Center, Lyndhurst, NJ	82 4th Grade Students	10	1 - Sub Nurse	\$200	\$200 (Sub Nurse)	Yes	Yes
6/5/24	RHS	Unified Sports, Ridge School, Ridgewood, NJ	4-8 Friends of Unified Sports Members	2	0	\$0	\$0	No	Yes
6/11/24	RHS	Unified Sports, Ridge School, Ridgewood, NJ	4-8 Friends of Unified Sports Members	2	0	\$0	\$0	No	Yes
6/12/24	Ridge	Community Based Instruction, Van Dyk's Ice Cream, Ridgewood, NJ	9 RISe Students	14	1 - Sub Nurse	\$200	\$200 (Sub Nurse)	No	Yes

Date	School	Location	Approx # and Group of Students	# of Unpaid Chaperones	# Paid Chaperones And # of Overnights for each	Anticipated Cost for Teacher/Nurse Chaperones @ \$200 per Overnight	# Substitutes and dates for each	Anticipated Cost of Subs @ \$160 per day for teachers and \$200 per day for nurse	Est. Total Cost to District	Annual Event	Meets Requirements
11/28/23 - 12/1/23 (Clarification of Schools - trip already board approved on 5/8/23)	GWMS, BF, RHS	Blue Ribbon Schools Conference, Orlando, FL	32 8th - 12th Grade exCELL Members	2	4 (3 nights each)	\$2,400	\$0	\$0.00	\$2,400	Yes	Yes
2/6/24 - 2/9/24	BF	Quebec City, Canada	30 8th Grade Students	0	4 (3 nights each)	\$2,400	Sub Teacher and Sub Nurse (4 days each)	\$640 (Sub Teacher) and \$800 (Sub Nurse)	\$3,840 (for Paid Chaperones and Sub Teacher/Nurse)	Yes	Yes

Creative Arts

Painting in Claude Monet's Gardens: An Evening Conversation and Painting Workshop

Eric Santoli

Claude Monet is known for his beautiful paintings but also for his equally beautiful gardens located in Giverny, France. Painter and teacher, Eric Alexander Santoli had the opportunity to live and paint at Monet's estate as an Artist-in-Residence for 3 months during the summer of 2023. He is excited to share his journey via an evening talk and presentation with behind-the-scenes photos and information. Anyone interested in art, art history, gardening, traveling, France and beautiful locations in general will enjoy this night. The talk (Nov. 14) will be followed by a separate Monet-inspired painting class (Nov. 16) with instruction, extra information and personal insight. Students are free to bring: acrylic, watercolor, pastel, colored pencil or similar media. \$40 Talk, \$75 Painting Class, \$100 for both nights.

Evening Conversation-Painting in Claude Monet's Gardens	\$40
912-Tues, Nov. 14	7-9pm
RHS	Rm 208
One Session	
Painting Workshop	\$75
913-Thu, Nov. 16	7-9pm
RHS	Rm 138
One Session	
Both Nights (Conversation & Painting Workshop)	\$100

Culinary Arts

70's Night (Mixology & Dance Class)

Park West Tavern & Christopher Crevatas

Learn the basics and beyond of the popular dance that took the 70's/early 80's by storm and now more than ever is back in a big way. Become the master of cocktails from the 1970's guided by a Park West Loft bartender.

257-Monday, Oct. 23	\$85
Park West Tavern	7-9pm
30 Oak Street	One Session
Ridgewood, NJ	

JOB DESCRIPTION

I. Title: Payroll Specialist/Bookkeeper

II. Qualifications:

- A. Minimum of a high school diploma or its equivalent.
- B. College courses or a degree in a related field, preferred.
- C. Three (3) years of experience in payroll processing.
- D. Three (3) years of prior experience in a public school payroll department.
- E. Excellent interpersonal and customer service skills necessary for the handling of confidential information and providing high quality service both internally and externally.
- F. Effective time management, problem-solving, organizational, and written and verbal skills.
- G. Experience with enterprise resource programs (ERPs), Microsoft Excel, Microsoft Word, Google suite and other web-based applications.
- H. Ability to quickly learn and adapt to new procedures, computer applications, and software systems, including those currently used and ones adopted by the district.
- I. Ability to work independently, as appropriate, analyze a situation accurately, and implement an effective course of action.
- J. Ability to work effectively as a team member and to collaborate on group projects to ensure their successful completion.

III. Position Summary:

To assist the Supervisor of Payroll in all of the functions involved in the preparation of the district's payroll and maintenance of district records related to employee earnings and deductions, with specific responsibility for ensuring the accuracy of preliminary and final payroll reports, time sheets, spreadsheets, and funds distribution; responding to inquiries and requests for data analysis and reports for collective bargaining unit negotiations, and providing timely and accurate payroll production.

IV. Reports to: Payroll Supervisor

V. Major Duties and Responsibilities:

- A. Prepare and maintain all district payroll records including the verification and certification of the accuracy and appropriateness of all payrolls using the District's automated payroll system.
- B. Prepare requested scattergrams, payroll analysis, and recommendations for the purpose of supporting the School Business Administrator and Director of Human Resources in negotiation of labor contracts.
- C. Prepare data analysis for grievance hearings and arbitrations for all bargaining units.

- D. Develop procedures for adjusting staff payroll records to implement changes resulting from overtime, employee absences, leave of absence, tax changes, social security deductions, pension deductions, hospitalization and group life insurance deductions, garnishes and attachments of employee paycheck, and other deductions and additions affecting employee payrolls via automated payroll system.
 - E. Organize and distribute annual W-2, Wage and Tax Statements.
 - F. Maintain accurate staff records in the district's payroll system database including entering new employees, updating changes for existing employees, and terminating employees that have exited the district.
 - G. Serve as a resource person in the absence of the department supervisor.
 - H. Act as a liaison between the district and outside agencies affecting district payroll records, such as the NJ Department of Pension and Benefits, insurance agencies, health benefit organizations, State and Federal tax bureaus, etc.
 - I. Maintain current, up-to-date, and accurate information affecting district payroll records, including staying knowledgeable of current tax laws and making sure the district is in compliance.
 - J. Assist in the development and management of the budget for the Payroll Department.
 - K. Act as a resource person to provide information to district employees regarding payroll practices and procedures, including participation in new teacher/employee orientation sessions, in-service programs, individual counseling, and so forth.
 - L. Work independently, when the Supervisor of Payroll is not in the office.
 - M. Display the highest ethical and professional behavior in working with students, parents, school personnel, and outside agencies associated with the school district.
 - N. Participate in appropriate in-service and workshop programs and attend any required meetings.
 - O. Protect confidentiality of records and information about staff, and use discretion when sharing any such information within legal confines.
 - P. Adhere to federal statutes and regulations, New Jersey school law, State Board of Education rules and regulations, Board of Education policies and procedures, and contractual obligations.
 - Q. Monitoring assigned payroll activities and associated program components for ensuring compliance with established financial, legal, and administrative requirements.
 - R. Research discrepancies of payroll information and documentation.
 - S. Reconciliation of payroll and agency accounts.
 - T. It is recognized that the duties of this position will sometimes require working beyond the normal workday, including some evenings or weekends.
 - U. Perform any duties and responsibilities that are within the scope of employment, as assigned by the School Business Administrator, their designee, or the Payroll Supervisor, and not otherwise prohibited by law or regulation.
- VI. Terms of Employment: Twelve months; Non-Affiliated
- VII. Evaluation: In accordance with Board policy on evaluation of staff.

Mark Schwarz
Superintendent of Schools

Approved by Board: 10/16/23