

Personnel/Policy Committee

Agenda

April 18th, 2017

Attendance: Melissa Varley, Alita Thomas, Yvonne Cali, Charles Shanley, Peter Christ

Policy:

1. **Approve** the minutes of the March 27, 2017 Regular Board Meeting.
2. **Approve** the minutes of the March 27, 2017 Regular Board Meeting Executive Session.
3. **Approve** the minutes of the April 03, 2017 Special Board Meeting.
4. **Approve** the minutes of the April 03, 2017 Special Board Meeting Executive Session.
5. **Approve** the following fundraisers for the 2016-2017 school year:

Fundraiser	School	Organization/Staff Member	Dates
Bake Sale	RMS	Peer Leadership	4/28/17
Teacher Appreciation Week Gift Card Giveaway	BWD	PTA	5/1/17-5/5/17
Donation Box for Animal Food/Toys	RMS	Peer Leadership	5/2/17-5/26/17
Bake Sale	RMS	Student Council	5/15/17-5/31/17
SchoolKidz Supply Kits	BKL	PTA	May-June 2017
End of Year Celebration	BKL	PTA	6/14/17

6. **Approve** the second reading of the following policies and regulations:

- 2460P & R Special Education (M)
- 2460.1R Special Education - Location, Identification, and Referral (M)
- 2460.8 R Special Education - Free and Appropriate Public Education (M)
- 2460.9 R Special Education - Transition From Early Intervention Programs to Preschool Programs (M)
- 2460.15 Special Education - In-Service Training Needs For Professional And Paraprofessional Staff (M)
- 2460.16 Special Education - Instructional Material to Blind or Print-Disabled Students (M)
- 2467P Surrogate Parents and Foster Parents (M)

7. **Approve** the submission of the 2016-2017 Statement of Assurance for the Special Education Model Policies and Procedures.

There was a discussion regarding the new special education policies that had been sent by Strauss Esmay. These policies are mandatory.

Personnel:

1. Amendments:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
F	Coppola, Felicia	Practicum/Internship	BKL	WPU: Counselor (Bernstein)					4/18/17	6/20/17
D	Icolari, Jessica	Rescind Appointment	DIST	Per Diem Substitute			Per Contract	11-1XX	3/27/17	6/30/17
A	O'Connor, Christy	Revise Dates- Maternity Leave	BWD	Language Arts Sup/Dir /IIP.001.SP.02					3/29/17	6/29/17
F	Tadros, Sara	Revise Start Date	BKL	St. Eliz: Grade 3 (Tedesco)					4/6/17	5/5/17

2. Appointments:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
C	Pizzano, Judith	Appoint	BWD	Staff Assistant / SED.999.CLA.15	0.75	Step 7	\$15,020.66	11-000-217-100	4/6/17	

3. College Placements:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
F	Blasch, Mackenzie	Internship	BKL	Montclair: Counselor (Bernstein)					9/5/17	12/21/18
F	Petronzi, Jennifer	Internship	BKL	Montclair: Counselor (Bernstein)					9/5/17	6/20/18

F	Ryan, Kelsey	Student Teaching	BKL	FDU: Grade 4 (Dillon)					8/28/17	12/22/17
F	Zurbach, Alexis	Student Teaching	BKL	Seton Hall: Grade 3 (Marchaterre)					9/5/17	4/27/18

4. Leave of Absences:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
B	Hauffe, Susan	Dock/Unpaid Leave	BKL	Staff Assistant / SED.999.CLA.13					3/28/17	3/28/17
B	Hauffe, Susan	Dock/Unpaid Leave	BKL	Staff Assistant / SED.999.CLA.13					4/4/17	4/7/17
B	Stein, Karen	Dock/Unpaid Leave	RMS	Science / REG.001.SCI.03					5/4/17	5/8/17

5. Retirements:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
B	Chapman, Patricia	Retirement	BWD	Staff Assistant / SED.999.CLA.24					6/30/17	6/30/17
C	Holley, Royce	Retirement	DIST	Bus Driver / STS.999.SBD.04					4/17/17	4/17/17

6. Substitutes:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
D	Chauvette, Alexander	Revise Start Date	DIST	Per Diem Substitute					4/6/17	6/30/17
D	Gavin, Joanne	Add to 16/17 Substitute List	DIST	Per Diem Substitute			Per Contract	11-1XX	TBD	6/30/17
D	Russell, Nicholas	Per Diem Substitute	RMS	Per Diem Substitute			Per Contract	11-1XX	4/5/17	6/30/17

7. Transfers:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
B	Stumpf, Jane	Transfer	BWD	Teacher / REG.001.TTK.02					9/1/17	

- Approve** the renewal list of non-tenure staff for the 2017-2018 school year. Mr. Christ discussed non-renewals. Dr. Varley discussed the position roster and how we reduced the roster by 3.5 positions. She has sent out resumes for the teachers who were affected to the Morris County Superintendent's group.
- Approve** Dr. Steve Caponegro and Mr. Peter Christ to travel to Washington D.C. to accept the Federal Library of Congress Surplus Books Program Award. The cost for this trip will be for meals, gas and tolls. Dr. Varley discussed the grant that Dr. Caponegro received for the district. The two principals will be traveling to DC to bring back books for our classroom libraries.
- Approve** the following positions for the 2017 Extended School Year Program (ESY17):

Summer 2017- Child Study Team Positions

It is anticipated that the CST will require the following summer day allotment to meet NJAC 6A:14 requirements and coordinate/prepare for the 2017-2018 school year. These days will be used as required for summer evaluations, IEP meetings, program evaluations, Principal/CST/Parent meetings, etc.

<u>Position</u>	<u>Total Days (Max)</u>
A. LDT-C	10 Days
B. Psychologist	8 Days
C. Psychologist	8 Days
D. Psychologist	8 Days
E. Social Worker	8 Days
F. Speech/Language	5 Days
G. Behaviorist	6 Days

Summer 2017- Anti-Bullying Coordinator/Guidance

In order to meet the needs of district HIB issues, and building 504/I&RS summer requirements (mtgs, etc.)

- A. Anti-Bullying Coordinator/Guidance up to 10 days

ESY17 – Teacher & Staff Assistant Positions

In order to meet the needs of the district's Extended School Year 2017 students, it is anticipated that the following staff positions will need to be posted:

- A. Teacher(s) for 25 days up to 4.5 hours/day
- B. Teacher(s) for 25 days up to 3.0 hours/day

- C. Staff Assistant(s) for 25 days up to 5.5 hours/day (AM/PM Bus for spec. students)
- D. Staff Assistant(s) for 25 days up to 4.0 hours/day
- E. Staff Assistant(s) for 25 days up to 3.0 hours/day
- F. Speech/Language Therapist for 25 days up to 4 hours/day
- G. Speech/Language Therapist for 12 days up to 2 hours/day – out of district services
- H. Occupational Therapist for 25 days up to 4 hours/day
- I. Physical Therapist for 10 days up to 4.0 hours/day
- J. Nurse for 25 days up to 4.5 hours/day

ESY17 – Bus Aide Positions (as per J.Csatlos)

In order to meet the transportation needs of the district's Out-of-District Extended School Year 2017 students, it is anticipated that the following staff positions will need to be posted:

- A. Bus Aides for 30 days up to 6.0 hours/day

11. **Approve** seven curriculum council member positions for the 2017-2018 school year.
We have many curriculum positions that have to be approved for the summer due to the vast amount of curriculum writing that is required.