

Personnel/Policy Committee

Minutes

October 16th, 2017

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

POLICY:

1. **Approve** the minutes of the September 25, 2017 Regular Board Meeting.

Motion; Second; FC YC NR SS AT KH LR

2. **Approve** the minutes of the September 25, 2017 Regular Board Meeting Executive Session.

Motion; Second; FC YC NR SS AT KH LR

3. **Approve** the following fundraisers for the 2017-2018 school year:

Fundraiser	School	Organization/Staff Member	Dates
Pep Rally T-shirt Sale	RMS	PTA	10/6/17-6/30/18 (Revised)
BWD T-shirt Sale	BWD	PTA	10/30/17-11/10/17
Pinot's Palette	RMS	8th Grade Class	11/9/17 (Revised)
Chipotle Fundraiser	RMS	8th Grade Committee	11/15/17
Team Spirit Fundraiser	RMS	8th Grade Committee	11/21/17
Thanksgiving Food Drive	DIST	PTA	11/1/17-11/15/17
Holiday Gift Shop	BWD/BKL	PTA	11/27/17-12/1/17
Talent Show	RMS	PTA	3/1/18-3/2/18

Motion; Second; FC YC NR SS AT KH LR

4. **Approve** the 2017-2018 Quality Single Accountability Continuum (QSAC), Statement of Assurance (SOA). (*On file in Administration Offices*)

Motion; Second; FC YC NR SS AT KH LR

Dr. Varley discussed the QSAC requirements and the need for the board to vote on the SOA. Mrs. Cali asked if we had been exempt due to high performance? Dr. Varley stated that we were exempt last year however, we still have to vote on the SOA.

5. **Approve** the first reading of the following policies and regulations:

- 1110P Organizational Chart
- 2700P Services to Nonpublic School Students (M)
- 7100P&R Long-Range Facilities Planning (M)
- 7101P&R Educational Adequacy of Capital Projects
- 7102P&R Site Selection and Acquisition
- 7300P Disposition of Property
- 7300.2R Disposal of Land
- 7300.3R Disposition of Personal Property
- 7300.4R Disposition of Federal Property

Motion; Second; FC YC NR SS AT KH LR

Dr. Varley stated that each of these policies are modified by code only. There were not any significant changes. Mr. Cstalos reviewed each of them.

PERSONNEL:**1. Appointments:**

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
B	Kasmin, Martine	Appoint MLR (JM)	BKL	Special Education / SED.001.LTR.01	1	MA/ Step 1	\$56,175.00	11-213-100-101	10/12/17	5/8/18
C	Santiago, Amanda	Appoint	BKL	Staff Assistant / SED.999.CLA.10	0.75	Step 1	\$13,415.81	11-213-100-106	TBD	
D	Smoot, Kathryn	Appoint LR (KJ)	RMS	Teacher / SED.001.LTR.02	1	MA+30/Step 9	\$67,420.00	11-105-100-101	TBD	6/30/18

2. Additional Compensation:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
B	Avanzato, Daria	Longevity - 15 years	BWD	Teacher/REG.001.K25.01	1	Per Contract	\$650.00	11-110-100-101	9/1/17	
B	Cantwell, Danielle	Longevity - 15 years	RMS	Teacher/SED.001.RRM.05	1	Per Contract	\$650.00	11-110-100-101	11/1/17	
B	Fellippello, Jennifer	Longevity - 15 years	BWD	Teacher/REG.001.K25.22	1	Per Contract	\$650.00	11-110-100-101	9/1/17	
B	Newman, Denise	Longevity - 20 years	BWD	Teacher/REG.001.K25.02	1	Per Contract	\$1,150.00	11-120-100-101	9/1/17	

3. Athletics/Co-Curricular Appointments/Revisions:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
E	Adochio, Jennifer	Co-Curricular	BWD	Team Leader K	60	\$32/HR	\$1,920.00	11-401-100-100	10/20/17	
E	Foster, Robert	Co-Curricular	RMS	National Jr. Honor Society Advisor	30	\$32/HR	\$960.00	11-401-100-100	10/20/17	
E	Harris, Michaela	Co-Curricular	RMS	National Jr. Honor Society Advisor	30	\$32/HR	\$960.00	11-401-100-100	10/20/17	
E	Thompson, Vanessa	Co-Curricular	BWD	Team Leader Gr. 2	60	\$32/HR	\$1,920.00	11-401-100-100	10/20/17	
E	Weiss-Chromeck, Courtney	Co-Curricular	RMS	Peer Leadership Advisor	32.5	\$32/HR	\$1,040.00	11-401-100-100	10/20/17	
E	Williver, Katie	Revise Co-Curricular Hours	RMS	Peer Leadership Advisor	32.5	\$32/HR	\$1,040.00	11-401-100-100	10/20/17	

4. College Student Placements:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
F	Massaker, Amanda	Practicum	BKL	Montclair State: Psychologist (Erickson)					10/5/17	6/30/18
F	Reynolds, Brooke	Field Experience	BKL	FDU: K-5 (Micone)					1/3/18	1/19/18

5. Leave of Absences:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
C	Frasso, Angelina	Dock/Unpaid Leave	BKL	Staff Assistant / SED.999.OOA.01					12/5/17	12/15/17
B	Munzer, Jennifer	Revise Maternity Leave	BKL	Special Education Teacher / SED.001.RRM.11					10/16/17	4/30/18
B	Seery, Joan	Dock/Unpaid Leave	BWD	Nurse / SSP.001.NRS.02					3/26/18	3/26/18

6. Resignations/Retirements:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
D	Bibighaus, Jania	Rescind Appointment	DIST	Per Diem Substitute			Per Contract	11-1XX	9/27/17	9/27/17
D	Bilal, Mehwish	Rescind Appointment	DIST	Per Diem Substitute			Per Contract	11-1XX	9/27/17	9/27/17
D	Chauvette, Alexander	Rescind Appointment	DIST	Per Diem Substitute			Per Contract	11-1XX	10/5/17	10/5/17
D	Daniels, Desiree	Rescind Appointment	DIST	Per Diem Substitute			Per Contract	11-1XX	10/5/17	10/5/17
D	Rodgers, Miles	Rescind Appointment	DIST	Per Diem Substitute			Per Contract	11-1XX	9/25/17	9/25/17
C	Russell, Nicholas	Resignation	RMS	Staff Assistant / SED.999.CLA.28					11/10/17	11/10/17
B	Siebert, Michelle	Resignation	BKL	BCBA / SED.001.ABA.01					11/30/17	11/30/17
D	Zaug, Leanne	Rescind Appointment	DIST	Per Diem Substitute			Per Contract	11-1XX	10/5/17	10/5/17

7. Revisions:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
C	Caniglia, Francine	Revise Salary	BWD	Staff Assistant / SED.999.CLA.31	0.75	Step 3-4	\$14,299.38	11-216-100-106	9/1/17	9/1/17
D	Granato, Frank	Revise Start Date	DIST	Per Diem Substitute			Per Contract	11-1XX	10/6/17	6/30/18
C	Lopez Mendez, Maria Cecilia	Revise Start Date	BWD	Staff Assistant / SED.999.CLA.04	0.75	Step 3-4	\$14,299.38	11-213-100-106	10/2/17	

8. Substitutes:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
D	Anderson, Elizabeth	Add to 17-18 Substitute List	DIST	Per Diem Substitute			Per Contract	11-1XX	TBD	6/30/18

D	Cox, Jessica	Add to 17-18 Substitute List	DIST	Per Diem Substitute			Per Contract	11-1XX	TBD	6/30/18
D	Cuozzo, Olivia	Add to 17-18 Substitute List	DIST	Per Diem Substitute			Per Contract	11-1XX	10/20/17	6/30/18
D	DeMicco, Christine	Add to 17-18 Substitute List	DIST	Per Diem Substitute			Per Contract	11-1XX	TBD	6/30/18
D	Malone, Kelly	Add to 17-18 Substitute List	DIST	Per Diem Substitute			Per Contract	11-1XX	TBD	6/30/18
D	Norton, Marian	Add to 17-18 Substitute List	DIST	Per Diem Substitute			Per Contract	11-1XX	TBD	6/30/18
D	O'Brien, Colleen	Add to 17-18 Substitute List	DIST	Per Diem Substitute			Per Contract	11-1XX	TBD	6/30/18
D	Szotak, Allynn	Add to 17-18 Substitute List	DIST	Per Diem Substitute			Per Contract	11-1XX	TBD	6/30/18
D	Zurbach, Alexis	Add to 17-18 Substitute List	DIST	Per Diem Substitute			Per Contract	11-1XX	10/20/17	6/30/18

Update:

Personnel Issue

Dr. Varley updated the committee on three separate personnel issues that have occurred. Each individual has been RICEd so that they can be discussed in executive session. We are in the process of finding replacement teachers.