



**BOARD OF EDUCATION**  
**Education Center**  
**49 Cottage Place, Ridgewood, New Jersey**  
**EXECUTIVE SESSION AGENDA**

**October 16, 2023**  
**6:00 pm**

- |            |                          |                    |
|------------|--------------------------|--------------------|
| <b>I.</b>  | <b>Residency Hearing</b> | <b>Dr. Schwarz</b> |
| <b>II.</b> | <b>Personnel</b>         | <b>Dr. Schwarz</b> |



# RIDGEWOOD BOARD OF EDUCATION

Education Center  
49 Cottage Place, Ridgewood, NJ 07450  
AGENDA

October 16, 2023

## Regular Public Meeting 7:00 p.m.

The Public can view, listen and comment during the public comment period of the meeting via:

- **Physically attending at the Education Center (*following pandemic protocols*)**
- **Zoom** from a PC, Mac, iPad, iPhone Android device (meeting ID 870-1302 7741)
  - Password: 062607450 (use “raise hand” button to make a comment)
- **Phone at: 646-558-8656**
  - Password: 062607450 (*press \*9 to make a comment*)
- **Streaming on the [District website](#)**
- **Watching on Fios Channel 33**

### MEETING REGULATIONS

At all regular meetings, two opportunities are provided for citizens to make comments. The public comment period will be scheduled after student presentations. The second comment period will be at approximately 9:00 p.m. or just prior to the end of the meeting, whichever occurs first. The first opportunity may be limited by the presiding officer to conclude at about 8:00 p.m. in order for the Board to continue with its scheduled agenda. The second opportunity will occur at about 9:00 p.m. at the discretion of the presiding officer taking into consideration a break in the agenda.

At every opportunity for public comment, citizens are invited to comment on subjects on the agenda or general topics. At the discretion of the presiding officer, public comments may be permitted at other times.

Please remember this is a public meeting. Anything you say will be a public record. As a result, pursuant to law, the Board of Education cannot respond to you publicly concerning certain matters, such as those regarding an individual student or personnel. If there is a matter that you wish to remain private concerning personnel or students, please contact the Superintendent’s Office. Public comment periods shall also be governed by the following rules:

1. Persons wishing to speak must, upon being recognized, rise, sign in, and state their names and addresses.
2. Each speaker shall be limited to four minutes. The Board Recorder will note the time. A speaker who has not finished in the allotted time will be directed by the presiding officer to summarize quickly and relinquish the floor within 30 seconds (bylaw 0167).
3. Comments shall be limited to issues. If personal remarks or discourteous statements are made, the presiding officer shall require the speaker to stop.
4. All statements shall be directed to the presiding officer, no participant may address or question Board members individually.
5. No participants may speak more than once on the same topic until all others who wish to speak on that topic have been heard.
6. Questions requiring investigation shall be referred by the Board to the Superintendent’s Office for consideration and later response. A participant may be asked to submit such questions in written format.

#### Mission Statement

The Ridgewood Public Schools, committed to a tradition of excellence and innovation, in partnership with the community, provide a rich and challenging learning environment, enabling students to maximize their unique potentials to become life-long learners and productive, responsible citizens.

- |      |  |                    |
|------|--|--------------------|
| I.   | <b>CALL TO ORDER AND ROLL CALL</b>   | <b>Mr. Lembo</b>   |
| II.  | <b>FLAG SALUTE AND PLEDGE OF ALLEGIANCE</b>  | <b>Mr. Lembo</b>   |
| III. | <b>OPENING STATEMENT BY PRESIDING OFFICER</b>  | <b>Mr. Lembo</b>   |
| IV.  | <b>PRESENTATIONS</b>   | <b>Dr. Schwarz</b> |
|      | <b>A. Student Representative Report</b> <ul style="list-style-type: none"> <li>➤ Julian Canales-Flores, Dylan DeSisto, Shaila Venkatraman, Will Bryan, Madison Barnes, Morgan McGoldrick, Orchard Elementary School</li> </ul>   |                    |
|      | <b>B. Student Representative Report</b> <ul style="list-style-type: none"> <li>➤ Sarah Bronstein, Ridgewood High School</li> </ul>   |                    |
| V.   | <b>COMMENTS FROM THE PUBLIC</b>  | <b>Mr. Lembo</b>   |
| VI.  | <b>SUPERINTENDENT REPORT</b>   | <b>Dr. Schwarz</b> |
| VII. | <b>CONSENT ITEMS: REGULAR AND ROUTINE ISSUES</b>   | <b>Dr. Schwarz</b> |
|      | <b>A. ATTENDANCE AT CONFERENCES</b> <p>The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves Attendance at Conferences, as listed on <b>Attachment A</b>.</p>   |                    |
|      | <b>B. ADMINISTRATION</b> <ul style="list-style-type: none"> <li>i. <b>Approval of Receipt of Suspensions and Harassment, Intimidation, and Bullying (HIB) Reports</b> <p>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.</p> </li> <li>ii. <b>Approval of School Self-Assessment for Determining Grades Under the Anti-Bullying Bill of Rights Act and Opportunity</b> <p>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.</p> <p>The Board has received background information.</p> </li> </ul> |                    |
|      | <b>C. CURRICULUM &amp; INSTRUCTION</b> <ul style="list-style-type: none"> <li>i. <b>Approval of Field Trips</b> <p>The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves field trips as listed on <b>Attachment B</b>.</p> </li> <li>ii. <b>Approval of Additional New Community School Courses for Fall 2023</b> <p>The Ridgewood Board of Education, upon the recommendation of the Superintendent of</p> </li> </ul>   |                    |

Schools, approves the additional new Community School Courses for Fall 2023, as listed on **Attachment C**.

## D. HUMAN RESOURCES

### 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 #                    |
|------------------|--|----------|-------------------|--|---------------------------|------------------------------|
| <b>Teacher</b>   |  |          |                   |  |                           |                              |
| Spector, Tiffany | LOA Special Education Inclusion (non-tenure track) | Ridge    | 10/18/23-03/11/24 | Provisional Elementary School Teacher in Grades K-6<br>Teacher of Students with Disabilities | \$64,817<br>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<br>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<br><br>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 (High School)         | 3             | 5             | \$14.13     | 10/17/23-06/30/24 | 62-990-100-106-00-62-060-001 |
| 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<br>Cl. BA, St. 16 | \$96,427<br>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 #                    |
|---------------------|---|---|--|--|--|------------------------------|
| <b>Teachers</b>     |   |   |  |  |  |                              |
| Campbell, Beth      | 1.0 FTE<br>Special Education Resource/<br>Inclusion/LLD<br>BFMS | \$104,237<br>Cl. BA+30,<br>St. 18                           | 1.20 FTE<br>Special Education Resource/<br>Inclusion/LLD<br>BFMS | \$125,084<br>Cl. BA+30,<br>St. 18<br>(non pensionable)                           | 09/11/23-11/03/23<br><br><b>revision</b> | 11-213-100-101-00-08-019-000 |
| Corlett, Susan      | 1.0 FTE<br>Special Education (Mathematics)<br>BFMS              | \$117,507<br>(\$117,207 + \$300 CP)<br>Cl. MA+45,<br>St. 18 | 1.20 FTE<br>Special Education (Mathematics)<br>BFMS              | \$140,648<br>(\$140,648 + \$300 CP)<br>Cl. MA+45,<br>St. 18<br>(non pensionable) | 09/11/23-11/03/23<br><br><b>revision</b> | 11-213-100-101-00-08-019-000 |
| Employee #6558      | 1.0 FTE<br>Resource/<br>Inclusion/LLD<br>BFMS                   | \$107,557<br>Cl. MA,<br>St. 18                              | 1.20 FTE<br>Resource/<br>Inclusion/LLD<br>BFMS                   | \$129,068<br>Cl. MA, St. 18<br>(non pensionable)                                 | 09/11/23-11/03/23<br><br><b>revision</b> | 11-213-100-101-00-08-019-000 |
| Ferreri, Todd       | 1.0 FTE<br>Special Education LLD<br>BFMS                        | \$107,557<br>Cl. MA,<br>St. 18                              | 1.20 FTE<br>Special Education LLD<br>BFMS                        | \$129,068<br>Cl. MA, St. 18<br>(non pensionable)                                 | 09/11/23-11/03/23<br><br><b>revision</b> | 11-204-100-101-00-08-019-000 |
| Hoogerhyde, Michael | 1.0 FTE<br>Special Education Science<br>RHS                     | \$114,187<br>(\$113,887 + \$300 CP)<br>Cl. MA+30,<br>St. 18 | 1.20 FTE<br>Special Education Science<br>RHS                     | \$136,964<br>(\$136,664 + \$300 CP)<br>Cl. MA+30, St. 18<br>(non pensionable)    | 09/05/23-09/19/23                        | 11-213-100-101-00-10-019-000 |
| Ingoglia, Brenda    | 1.0 FTE<br>Mathematics<br>RHS                                   | \$117,507<br>(\$117,207 + \$300 CP)<br>Cl. MA+45,<br>St. 18 | 1.20 FTE<br>Mathematics<br>RHS                                   | \$140,948<br>(\$140,648 + \$300 CP)<br>Cl. MA+45, St. 18<br>(pensionable)        | 08/31/23-10/17/23<br><br><b>revision</b> | 11-140-100-101-01-10-019-000 |

|                          |  |   |   |  |  |                              |
|--------------------------|--|---|---|--|--|------------------------------|
| Menzies, Lauren          | 1.0 FTE<br>Special Education<br>English<br>BFMS                | \$109,057<br>(\$107,557 +<br>\$1,500<br>longevity)<br>Cl. MA,<br>St. 18 | 1.20 FTE<br>Special Education<br>English<br>BFMS                | \$130,568<br>(\$129,068 +<br>\$1,500 longevity)<br>Cl. MA, St. 18<br>(non pensionable) | 09/11/23-<br>11/03/23<br><br><b>revision</b> | 11-213-100-101-00-08-019-000 |
| Scevola, Adam            | 1.0 FTE<br>Mathematics<br>RHS                                  | \$96,927<br>(\$96,627 +<br>\$300 CP)<br>Cl. MA+45,<br>St. 12            | 1.20 FTE<br>Mathematics<br>RHS                                  | \$116,252<br>(\$115,952 + \$300<br>CP)<br>Cl. MA+45, St. 12<br>(pensionable)           | 08/31/23-<br>10/17/23<br><br><b>revision</b> | 11-140-100-101-01-10-019-000 |
| Turchioe, Kristen        | 1.0 FTE<br>Special Education<br>Resource/<br>Inclusion<br>BFMS | \$96,927<br>(\$96,627 +<br>\$300 CP)<br>Cl. MA+45,<br>St. 12            | 1.20 FTE<br>Special Education<br>Resource/<br>Inclusion<br>BFMS | \$116,252<br>(\$115,952 + \$300<br>CP)<br>Cl. MA+45,<br>St. 12<br>(non pensionable)    | 09/11/23-<br>11/03/23<br><br><b>revision</b> | 11-230-100-101-00-08-019-000 |
| <b>Paraprofessionals</b> |  |   |   |  |  |                              |
| Calderon, Jessica        | Applied Behavior<br>Analyst (ABA)<br>non-certified             | \$24,455  | Applied Behavior<br>Analyst (ABA)<br>certified                  | \$28,257   | 09/26/23-<br>06/30/24                        | 11-212-100-106-00-04-024-001 |
| Walsh, Evan              | Applied Behavior<br>Analyst (ABA)<br>non-certified             | \$24,455  | Applied Behavior<br>Analyst (ABA)<br>certified                  | \$28,257   | 09/01/23-<br>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 |
|----------------|------------|----------|------------------|----------------|
| <b>Teacher</b> |            |          |                  |                |
| 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 |
|--------------------------|--------------------------------|----------|----------------|
| <b>Paraprofessionals</b> |                                |          |                |
| 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     |

**vii. 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 **TBD**.

**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 #  |
|-----------------|---------------------|-------------------------------|---------------------------|-------------------|--|
| <b>Teachers</b> |                     |                               |                           |                   |  |
| Chua, Kelly     | LDT-C Hawes         | \$88,727<br>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<br>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<br>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<br>Cl. MA+45, St. 5  | \$82.73                   | 09/11/23-10/31/23 | 11-000-219-104-00-02-019-000<br>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 #  |
|---|---|-------------------|------------------------|-----------------------------|------------------------------|--------------------------------|--|
| <b>George Washington Middle School</b>                                    |   |                   |                        |                             |                              |                                |  |
| Kaestner, Samuel<br>White, Katherine<br><br><b>Volunteer</b>              | Band  | 2023-2024         | N/A                    | N/A                         | N/A                          | N/A                            | N/A  |
| <b>BFMS, GWMS, and RHS</b>  |   |                   |                        |                             |                              |                                |  |
| Carr, Lauren<br>Fabish, Christopher<br>Funtsch, Kaitlyn<br>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<br>11-401-100-101-00-09-009-001<br>11-401-100-101-00-10-010-001 |
| <b>Ridgewood High School</b>  |   |                   |                        |                             |                              |                                |  |
| Shore, Trey<br><br><b>Volunteer</b>                                       | 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 #                    |
|---------------------------------------|------------------|----------|-------|------------|-----------------------|------------------------|----------------|--------------------------------|------------------------------|
| <b>Somerville Elementary School</b>   |                  |          |       |            |                       |                        |                |                                |                              |
| Kowalski, Alexandra                   | Baking           | N/A      | N/A   | N/A        | 7                     | \$40.17                | N/A            | \$281.19                       | 11-401-100-101-00-05-005-001 |
| <b>Willard Elementary School</b>      |                  |          |       |            |                       |                        |                |                                |                              |
| Blois, Kevin<br>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<br>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 |
| <b>Ridgewood High School</b>          |                  |          |       |            |                       |                        |                |                                |                              |

|                                    |             |   |       |   |     |     |         |     |                              |
|------------------------------------|-------------|---|-------|---|-----|-----|---------|-----|------------------------------|
| Evan Walsh<br>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<br>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 #                    |
|--|-------------|------------------------------|
| <b>Hawes Elementary School (not to exceed \$7,000)</b>   |             |                              |
| 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 |
| <b>Orchard Elementary School (not to exceed \$7,000)</b> |             |                              |
| 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 #                    |
|----------------------------------|-----------------|---------------------|------------------------------|
| <b>Willard Elementary School</b> |                 |                     |                              |
| Brunner, Dina                    | 5               | \$30.24<br>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

**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<br>(gift in kind)  | A gift in kind of the Peter Van Buskirk presentation.                                 | N/A                       |
| New York Jets Foundation, Inc                     | \$1,000                    | To be used to purchase equipment for the Ridgewood High School flag football program. | 20-067-100-610-10-034-001 |
| Paul Cronk  | \$164.16<br>(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,<br>\$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.

| <b>Out-Of-District Tuition</b>                                   |   |
|--|---|
| 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 |
| <b>Out-Of-District Extraordinary Services</b>                    |   |
| 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.

**VIII. RESOLUTIONS AND MOTIONS NOT INCLUDED IN CONSENT AGENDA****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.

**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.

| <b>DATES</b>  | <b>DESCRIPTION</b>           | <b>CHECK NUMBER</b> | <b>AMOUNTS</b>      |
|---------------|------------------------------|---------------------|---------------------|
| 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        |
| <b>Oct 16</b> | <b>Columbia Bank On-Line</b> | <b>111693</b>       | <b>206,777.34</b>   |
| <b>Oct 16</b> | <b>Columbia Bank On-Line</b> | <b>111728</b>       | <b>201,790.66</b>   |
| <b>TOTAL</b>  |                              |                     | <b>6,049,772.38</b> |

\*check 111665 misprinted

**X. BOARD MEMBER ANNOUNCEMENTS****Mr. Lembo****XI. BOARD COMMITTEE REPORTS****Mr. Lembo**

- Curriculum
- Finance
- Facilities

**XII. DISCUSSION ITEMS****Mr. Lembo**

- Board Goals
- Committee Structure

**XIII. ACCEPTANCE OF MINUTES****Mr. Lembo**

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

**XIV. OTHER BUSINESS****Mr. Lembo****XV. COMMENTS FROM THE PUBLIC****Mr. Lembo****XVI. MOTION TO GO INTO EXECUTIVE SESSION****Mr. Lembo**



**XVII. RECONVENED PUBLIC MEETING**

**Mr. Lembo**

**XVIII. ADJOURNMENT**

**Mr. Lembo**

Upcoming Meetings

Monday, November 6, 2023  
Regular Public Meeting  
7:00 p.m. Education Center

Monday, November 20, 2023  
Regular Public Meeting  
7:00 p.m. Education Center

## 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<br>Bergen Resource Net<br>Virtual<br>9/22/23  | Professional Development        | \$0.00                                  | 0                      |
| Candace Cordasco  | Basic Life Saving Instructor Recertification<br>Lifesavers Inc.<br>Fairfield, NJ<br>10/16/23   | Professional Development        | \$70.00                                 | 0                      |
| Cindy Lora (See date change - was previously approved on 9/18/23) | Autism NJ Conference<br>Autism NJ<br>Atlantic City, NJ<br>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<br>NJ Council of Educators<br>Monroe Township, NJ<br>10/20/23                     | Professional Development        | \$160.00                                | 0                      |
| Allyson Saladino  | 2023 NJ Council for the Social Studies Conference<br>NJ Council for the Social Studies - Rutgers University<br>New Brunswick, NJ<br>10/23/23 | Professional Development        | \$90.00                                 | 0                      |
| Larry Holand  | Savannah College of Art and Design Film Festival<br>Savannah College of Art and Design<br>Savannah, Georgia<br>10/23/23 - 10/25/23           | Professional Development        | \$0.00                                  | 0                      |
| Amy Policelli   | <b>ASL Professional Development</b><br><b>Ridge High School</b><br><b>Basking Ridge, NJ</b><br><b>10/24/23</b>                               | <b>Professional Development</b> | <b>\$35.00</b>                          | <b>0</b>               |
| Kathryn Droske  | Reading Strategies: Essential Teaching for Every Classroom<br>Rutgers Center for Literacy Development<br>Piscataway, NJ<br>10/26/23          | Professional Development        | \$180.00                                | 1                      |

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

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

|                |   |                          |          |   |
|----------------|---|--------------------------|----------|---|
| Laura Calandra | Jan Burkins Shifting the Balance: Aligning Literacy Instruction with What We Know About How the Brain Reads<br>Rutgers Center for Literacy Development<br>Piscataway, NJ<br>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<br>Rutgers Center for Literacy Development<br>Piscataway, NJ<br>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<br>(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*