

RIVERDALE BOARD OF EDUCATION  
RIVERDALE, NEW JERSEY

**October 19, 2021**  
7:00 p.m.

**MINUTES FOR PUBLIC BUSINESS MEETING**

**I. Call meeting to order/Flag Salute**

Board Vice President Marybeth Thomas called the Public Business Meeting of the Board of Education of the Borough of Riverdale to order on October 19, 2021. The meeting was opened at 7:04 p.m. with a flag salute.

**II. Presiding Officer's announcement regarding notification of this meeting to the public.**

Mrs. Thomas, Board Vice President read the following public announcement  
The Notification requirements of the "Open Public Meetings Act" of the State of New Jersey have been satisfied by the inclusion of the date, time, place and purpose of this Public Business Meeting in a legal advertisement in the Suburban Trends (January 17, 2021) and The Record (January 15, 2021) with copies posted in the Riverdale School, Municipal Building, Town Library, and filed with the Clerk of the Borough of Riverdale

I direct that this public announcement is entered in the minutes of this meeting.

**III. Roll Call**

Roll Call was taken by Mr. Morelli

Present: Marybeth Thomas, Kelly Norris, Keith Hamilton, Kathleen Miceli, and Russell Hatzel

Absent: Jessica Muzzio-Rentas, and Ann Marie Nadiroglu,

Late:

Also Present: Mr. Jayson Gutierrez Acting Superintendent, Carl Morelli Assistant BA/BS and Jaclyn Morgese, Esq.

**IV. Recognition of visitors: (4)**

**V. Presentations: None**

- Ms. Morgese gave a statement to clarify questions that Mrs. Ferrera had from the last meeting.
- Mr. Gutierrez clarified the count of the list of library books vs. pages from the last meeting.
- Mrs. Ferrara asked about Policy 2467 and if it would be implemented
- Ms. Morgese stated she could not give a legal opinion based on general facts and gave clarification as to the statutes.

## VI. Oral Communication on Agenda Items only:

At this portion of the meeting, time has been allotted for public comment by members of the public. Each speaker may be allotted up to two (2) minutes and may only have one (1) opportunity to speak on the same topic until all others who wish to speak on that topic have been heard. When recognized by the President, please state your name, address, and group, if any, that you represent prior to commenting on an agenda item.

All meetings at which the Board transacts official business must be public (18A:10-6). As stated in Board Policy: "Meetings of the Board are conducted for the purpose of carrying on the business of the school, and therefore, are not public meetings, but meetings held in public."

Therefore, once oral communication is closed by the Vice President, no other questions or comments will be permitted until the "Oral Communication" portion at the end of the agenda. At that time, questions do not have to be confined to agenda items.

- Lisa Ferrara 115 Newbury Place asked if we can confirm the link from the last meeting would be included in the minutes. Ms. Morgese stated that the BOE keeps an accurate record of the meetings. Mrs. Ferrara stated she does not feel the minutes give an accurate account of the meeting. Ms. Morgese thanked her for the comment.
- Mrs. Ferrara asked if there were any changes on the Agenda from last night. Mr. Gutierrez stated the only change was Personnel item D.
- Mrs. Ferrara asked if the appendices were included in the Road Forward policy. Mr. Hatzel stated that the Policy was being pulled from tonight's meeting and that policy 2422 is up for a first reading tonight not a second reading.
- Mrs. Ferrara asked if the history of the LGBT will start in kindergarten. Mr. Gutierrez stated it is starting in middle school. Mr. Hatzel stated #17 begins in middle school and is age-appropriate.
- Mrs. Ferrara asked if an opt-out form will be provided. Mr. Gutierrez stated he is not required to inform anyone and will look into possibly sending a notification.
- Mrs. Ferrara asked if any consideration was given to policy 8420. Ms. Morgese responded that we can't discuss this item in public.
- Mrs. Ferrara asked about policy 5111 page 4 and how residency is confirmed. Mr. Hatzel stated that this policy follows state law.
- Ms. Morgese stated it is covered under case law and the BOE policy will reflect what the law is.
- Mr. Hatzel gave an example of divorced parents with joint custody of a student and how it would be determined based on the student spending 51% of the time with one parent.

## VII. Approval of Minutes

- A.** It is recommended by the Acting Superintendent that the Board of Education approve the following **Minutes**:

I would like to make a motion to approve:

Public Business Meeting	September 21, 2021
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Motion By:	Mrs. Thomas	Second by:	Ms. Norris
Discussion:			
Roll Call Vote:			
Russell Hatzel-Yes	Ann Marie Nadiroglu-	Kathleen Miceli-Yes	Keith Hamilton-Yes
Kelly Norris-Yes	Marybeth Thomas-Yes	Jessica Muzzio-Rentas-	

**VIII. Committees**

**A. FINANCE**

1. Committee Report - Marybeth Thomas: None

2. Items to be approved:

It is recommended by the Acting Superintendent that the Board of Education approve the following items. I would like to make a motion to approve **Finance** items, a-c

Motion By:	Mrs. Thomas	Second by:	Mr. Hatzel
Discussion:			
Roll Call Vote			
Russell Hatzel- Yes	Ann Marie Nadiroglu -	Kathleen Miceli - Yes	Keith Hamilton - Yes
Kelly Norris- Yes	Marybeth Thomas - Yes	Jessica Muzzio-Rentas-	

- a. Approve the payment of the following bills and claims:

Payroll for the period ending September 30, 2021	\$182,954.27
Payroll for the period ending October 15, 2021	\$174,606.61
Bills List dated September 21, 2021 Warrants # 19007	\$141.50
Bills list dated September 30, 2021 Warrants # 140-143	\$6,563.30
Bills list dated October 15, 2021 Warrant # 144	\$740.00

Bills List dated October 19, 2021 Warrants # 19008 through #19079, 211-215, 110	\$390,373.07
Health/Prescription plan premiums (SEHBP) for October	\$90,650.85

- b. Approve the Board Secretary’s and Treasurer’s Reports for the month ending August 31, 2021. Acknowledges receipt of the Secretary’s certification that no budgetary line item account has obligations, payments or orders which exceed the amount appropriated or has been over expended in accordance with N.J.A.C. 6A-16.10(c)3 and 4; and certifies that in accordance with P.L.2004 Ch.73, no budgetary transfers cumulatively exceed 10% that would require the approval of the Commissioner of Education.
  
- c. It is recommended by the Acting Superintendent that the Board of Education approve the use of the \$.26 commodity credit received through the Vended Meals Contract be issued to Sodexo through our Vendor, Wayne Public Schools for our breakfast meals.

**B. PERSONNEL**

- 1. Committee Report: Marybeth Thomas - None

- 2. Items to be approved:

It is recommended by the Acting Superintendent that the Board of Education approve the following items. I would like to make a motion to approve **Personnel** items, a-d

Motion By:	Mrs. Miceli	Second by:	Ms. Norris
Discussion:			
Roll Call Vote:			
Russell Hatzel-Yes	Ann Marie Nadiroglu -	Kathleen Miceli -Yes	Keith Hamilton -Yes
Kelly Norris- Yes	Marybeth Thomas -Yes	Jessica Muzzio-Rentas	

- a. Approval of the Graduate Level Course Work in accordance with the terms of the negotiated agreements as follows:

Name	Course	School	Credits	
Tiffany Herbert	Internship in Administration and Leadership I	Georgian Court University	3	Fall 2021

Tiffany Herbert	Data-Based Strategies for Decision Making	Georgian Court University	3	Fall 2021
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- b. Approval of twenty (20) hours of classroom observation by the following student from Passaic County Community College for the Fall 2021 Semester, pending receipt of a favorable criminal history review.

Student	Teacher
Ryan Soto	Lisa Moro-Zemaitis

- c. Approve the hourly rate of \$40 per hour for Carl Morelli Assistant BA/BS not to exceed 40 hours per week from 11/01/21 - 11/30/21.
- d. The Board approves the Board Secretary to send correspondence to the New Jersey Commissioner of Education, via the Executive County Superintendent for Morris County's Office, requesting approval for an extension for Mr. Jayson Gutierrez to continue as the Acting Superintendent of Schools effective September 16, 2021, through November 16, 2021, and in accordance with the requirements of N.J.A.C. 6A:9B-13.1. This resolution and Board action shall replace Personnel Resolution b. previously passed by the Board on September 21, 2021.

**C. POLICY**

- 1. Committee Report - Russell Hatzel:
- 2. Items to be approved:  
It is recommended by the Acting Superintendent/Business Administrator that the Board of Education approve the following items.  
I would like to make a motion to approve **Policy** items, a-c

Motion By:	Mr. Hatzel	Second by:	Mrs. Thomas
Discussion: Pull policy 2422 from a second reading. Table policy 1648.11			
Roll Call Vote:			
Russell Hatzel- Yes	Ann Marie Nadiroglu-	Kathleen Miceli-Yes	Keith Hamilton-Yes No to 2422
Kelly Norris-Yes	Marybeth Thomas-Yes	Jessica Muzzio-Rentas-	

- a. Approval of the second reading of the following new and revised Policies and Regulations:

Policy Number	Regulation Number	Policy/Regulation Name
2467		Surrogate Parents and Resource Family Parents

4434		Holidays
5111		Eligibility of Residents/Nonresident Students
5116		Education of Homeless Children
	5600	Student Discipline Code of Conduct
7432	7432	Eye Protection
8420		Emergency and Crisis Situations
	8420.1	Fire and Fire Drills
8540		School Nutrition Programs
8550		Meal/Charges Outstanding Food Service Bill
8600		Student Transportation
6115.01		Federal Awards/Funds Internal Controls-Allowability of Costs
6115.02		Federal Awards/Funds Internal Controls-Disclosures
6115.03		Federal Awards/Funds Internal Controls Interest
6311		Contracts for Goods or Services Funded by Federal Grants

- b. Approval of the first reading of the following new and revised Policies and Regulations:

Policy Number	Regulation Number	Policy/Regulation Name
2422		Comprehensive Health and Physical Education
	5511	Dress Code
1648.11 <b>Tabled</b>		The Road Forward Covid-19 Health and Safety

- c. It is recommended by the Acting Superintendent of Schools that the Board of Education accept the HIB Report from the Acting Superintendent for the month of September 2021.

HIB Report Synopsis
1 allegations
0 confirmations

**D. TECHNOLOGY/FACILITIES/TRANSPORTATION**

1. Committee Report - by Keith. Hamilton:

2. Items to be approved:

It is recommended by the Acting Superintendent/Business Administrator that the Board of Education approve the following items.

I would like to make a motion to approve **T/F/T** item a

Motion By:	Mr. Hamilton	Second by:	Mr. Hatzel
Discussion: Mr. Hamilton stated the 8th-grade funds were discussed in the Finance committee meeting. Mr. Gutierrez thanked Chief Smith, Lt. Quant, Mr. Hatzel, and all of the school staff that attended the meeting.			
Roll Call Vote:			
Russell Hatzel-Yes	Ann Marie Nadiroglu	Kathleen Miceli-Yes	Keith Hamilton-Yes
Kelly Norris-Yes	Marybeth Thomas-Yes	Jessica Muzzio-Rentas	

- a. Approve the Memorandum of Agreement between the Riverdale Board of Education and Law Enforcement Officials and submission of the Agreement to the office of the Executive County Superintendent for the 2021-2022 school year.

#### **E. CURRICULUM/INSTRUCTION/SPECIAL SERVICE/COMMUNITY RELATIONS**

1. Committee Report - Marybeth Thomas:

2. Items to be approved:

It is recommended by the Acting Superintendent that the Board of Education approve the following items

I would like to make a motion to approve **CISS/CR** items, a-i

Motion By:	Mrs. Thomas	Second by:	Ms. Norris
Discussion: Mrs. Miceli discussed the Nursing Plan.			
Roll Call Vote:			
Russell Hatzel-Yes	Ann Marie Nadiroglu	Kathleen Miceli-Yes	Keith Hamilton-Yes Abstain (f)
Kelly Norris-Yes	Marybeth Thomas-Yes	Jessica Muzzio-Rentas-	

- a. Approval of the designation of October 22, 2021, as a Susan B. Komen "Pink Out Day"
- b. Approval of the boys and girls 2021-2022 basketball schedules, as attached, inclusive of any tournaments the teams will participate in.
- c. Approval of the Nursing Services Plan for the 2021-2022 School Year.
- d. Approve the Riverdale Emergency Virtual Remote Instructional Plan and submission of the Plan to the office of the Executive County Superintendent for the 2021-2022 school year.

- e. WHEREAS, School administrators shall organize and conduct emergency exit drills at least twice within the school year for all students who are transported to and from school; and

WHEREAS, all other students shall receive school bus evacuation instruction at least once within the school year.

WHEREAS, drills shall be conducted on school property and shall be supervised by the principal or person assigned to act in a supervisory capacity; and

WHEREAS, drills shall be documented in the minutes of the local board of education at the first board meeting following the completion of the emergency exit drill;

So be it resolved that the Board of Education acknowledges that a school bus emergency evacuation drill was held on October 6, 2021 between 8:20 AM – 10:30 AM at the Riverdale Public School. This drill was supervised by Paul Kobliska, Principal, and Rebecca Dollaway, and included all bus routes: #4, #5, #10, and #11.

- f. Approval of the following volunteers, who have completed the required volunteer training, for school events, for the 2021-2022 school year:

Parent/Guardian Name
Crisanne Gusmano
Kelly Hamilton
Melissa Hudson
Roxanne Lewis
Lauren McMahan
Jill Morano
Maggie Morano
Kimberly Orsillo-Scott
Nikki Pricken
Renee Russo
Anthony Scilingo
Melissa Siljanovski
Laurie Silverman
Casey Stevens
Alexis Stone
Aja Tweitmann
Amanda Visser



Angela Zirpolo
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- g. Approval of the following volunteers pending completion of the required volunteer training, for school events, for the 2021-2022 school year:

Parent/Guardian Name
Jennifer Adams
Lisa Durling
Mark Fawcett
Lisa Ferrara
Katie Fierro-Ripoll
Krista LaCroix
Melissa Morely
Melissa Quant
Jennifer Randall
Jessica Rentas
Janine Sampong
Alessa Santos
Sandi Tuba
Jason Waryha
Meridith Waryha

- h. Approve the reimbursement and expenses, previously approved by the Acting Superintendent for the following staff training, workshops, conventions, conferences and/or seminars as they are directly related to and within the scope of the participant's duties and are critical to the instructional needs of the district and/or further the efficient operation of the district. The travel and expenses are within state travel guidelines established by the Department of Treasury and are justified.

Date	Participant	Workshop	Location	Workshop Fee*	Substitute Required
10/13/21	Jayson Gutierrez	Securing a Safer Community for Our Schools	Hackensack NJ	\$0	No
10/31/21	Nicole Graff	Google Workshop Admin Specialization	Remote	\$300.00	No
12/3/21	Susan Mittler	ESL Conference	William Paterson University	\$49.00	Yes

10/19/21 -10/20/21	Stacy DiLorenzo	NJDOE New Bilingual Supervisors Training Part I and II	Remote	\$0	No
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- i. Approve the Out-of-District placement for 2021-2022 School Year programs as follows:

Student	School	Aide	Date
9307013103	New Beginnings	\$40,040.00	9/8/21 - 6/30/22

**F. POMPTON LAKES LIAISON**

1. Committee Report -

**Non Action Items:**

**A. Letters and Communications -**

- 

**B. Superintendent’s Report - Jayson Gutierrez**

- Picnic Tables – Student use of the tables
- Cafeteria Seating - New seating assignments soon
- Lockers are now being utilized
- New electronic devices for the lower elementary grades
- Basketball – Basketball will start on November 15<sup>th</sup>
- Start Strong assessments pushed back a day.

**C. Enrollment as of October 19, 2021**

PreK-8	284
PLHS - Tuition	128
Option III	0
Academy/Vo-Tech	19
Out of District (Prek-8th grade)	4
Out of District (9th grade +)	6
Charter	0
Home Instruction	0
School Choice	3

**D. BA/BS REPORT - Mr. Gutierrez**

- Grants were discussed

## **E. ORAL COMMUNICATION**

Time has been allotted for public comment by members of the public. Questions, at this time, do not have to be confined to agenda items. Each speaker may be allotted up to two (2) minutes and may only have one (1) opportunity to speak on the same topic until all others who wish to speak on that topic have been heard. When recognized by the President, please state your name, address, and group, if any, that you represent.

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- Millisa Siljanovski- stated she was away on vacation and could not join the last BOE meeting remotely because the link did not work and if it's not used we should possibly take down the link. She also would like to see further discussions regarding social and emotional learning and is hoping for the 2022-23 early morning care for students. Mr. Gutierrez asked her where she found the link and will look into this on the website. He also stated he would follow up with an email regarding social and emotional learning and we did not have the numbers needed to begin the early morning program. Mrs. Siljanovski stated she would like to be able to offer it to the community.
- Mrs. Ferrara - asked about the letter to the county that was discussed 2 BOE meetings ago regarding COVID guidance. Ms. Morgese said it is still being drafted.
- Mrs. Ferrara - asked if there were any plans to dispose of the ipads. Mr. Gutierrez stated that he did not know if they would be able to sell them.
- Mrs. Ferrara - asked about her latest OPRA request regarding information for surveys and why she received an email today with an extension. Mr. Gutierrez stated that everyone is working hard in the office with time constants and extra time was needed for her request.
- Mrs. Ferrara asked about the 2 students that were in her daughter's class and wanted to know what happened to them since they are no longer in the class. Mr. Gutierrez responded that the school did everything necessary and the students are no longer here.

## **F. Information and Questions from Board Members**

- Mr. Hamilton requested the letter to the county be completed and available for the next meeting.
- Mrs. Mecili stated not all of the class parents were on the list.

## **IX. Future Meeting and Important Dates were reported by Mrs.Thomas**

November 16, 2021	Public Business Meeting	7:00 p.m.
December 14, 2021	Public Business Meeting	6:30 p.m.

**X. Executive Session**

Motion by Mrs. Thomas, seconded by Ms. Norris at 7:52 pm to move into Executive Session

WHEREAS, Chapter 231, P.L. 1975, also known as the Open Public Meetings Act, authorized a public body to meet in executive or private session under certain limited circumstances, and

WHEREAS, said law requires the board to adopt a resolution at a public meeting before it can meet in such an executive or private session,

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BOROUGH OF RIVERDALE THAT:

1. It does hereby determine that it is necessary to meet in Executive Session prior to adjournment of this meeting to discuss confidential student and matters.
2. The matter discussed will be made public when confidentiality is no longer required.

**XI. Reconvene**

The Board reconvened to the Public at 8:03 pm.

**XII. Action Taken**

- A. Resolve to affirm the administration's determinations concerning the HIB investigation 21-22 Case 1 as outlined in the confidential report shared with the Board of Education members.

Motion By:	Mr. Hatzel	Second by:	Mrs. Thomas
Discussion:			
Roll Call Vote			
Russell Hatzell- Yes	Ann Marie Nadiroglu -	Kathleen Miceli - Yes	Keith Hamilton - Yes
Kelly Norris- Yes	Marybeth Thomas - Yes	Jessica Muzzio- Rentas-	

- c. Resolve to affirm the administration's determinations concerning the HIB investigation 21-22 Case 1 as outlined in the confidential report shared with the Board of Education members.

**XI. Adjournment**

Motion by Mrs. Thomas, seconded by Mrs. Miceli at 8:04 pm to adjourn from the public business meeting.

Carried by unanimous voice vote.

Respectfully submitted,

DocuSigned by:



Jayson Gutierrez, CPA

**Acting Superintendent**

**Business Administrator/Board Secretary**