

# Riverside Township School District

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Michael W. Adams  
Superintendent of Schools  
Ext. 1111

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Business Administrator/Board Secretary  
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## **REGULAR BOARD OF EDUCATION MEETING AGENDA** **May 02, 2024**

### **A. Opening of Meeting**

1. Call to Order – 7:00 p.m.
2. Roll Call
  - Mrs. Deborah Graf
  - Mr. Eric Mossop
  - Dr. Scott Parker
  - Mrs. Maria Pinho
  - Mrs. Savithri Pinho
  - Mrs. Julie Sierra
  - Ms. Nicole Strough
  - Mrs. Bridget Winerling
  - Mrs. Rachael Wrice
  - Mrs. Sabra Wrice
3. Flag Salute
4. Announcement by the Board Secretary stating that adequate notice of the meeting has been given specifying the time, place, and manner in which notice was published.
5. Correspondence
6. Student Government Representative – Emily Valverde
7. Barbara Ann Milch – Good News
8. Students of the Month- Mr. Shumway/Ms. Follis/Mr. Micucci
9. Visual and Performing Arts Students of the Month - Mr. Huber/Mr. Jackamonis/Mr. Bekarciak
10. Athlete Students of the Month – Ms. O'Halloran
11. Presentation – Public Budget Hearing

**A. Opening of Meeting (continued)**

**12. From the Audience – Agenda Items Only**

The public is reminded that they should attempt to resolve problems and/or complaints through initial contact with the appropriate administrator(s) or staff member(s). Such matters should only be brought to the Board after all avenues within the chain of command have been exhausted. Please remember that the Board is limited in its ability to respond to the public on the following matters: individual personnel issues, anticipated and pending litigation, negotiations, attorney-client privilege, matters of individual privacy, tactics and techniques in protecting safety and property of the public, or individual student issues. While the First Amendment allows for the free exchange of ideas and opinions, the Board will not permit profanity, threatening remarks or other disruptive behavior during public session. Per Board Policy (#0167), the presiding officer may limit each statement to three minutes' duration. All remarks should be addressed to the presiding officer.

**B. Recommended Actions**

**1. Routine Matters**

**a. Approval of Minutes**

|                  |          |
|------------------|----------|
| Regular Meeting  | 04-11-24 |
| Workshop Meeting | 04-11-24 |

**b. Approval of Financial Reports**

|  |          |
|--|----------|
| Treasurer's Report   | 03-31-24 |
| Board Secretary's Report                                   | 03-31-24 |
| Cafeteria Financial Report                                 | 03-31-24 |
| Student Activities Report                                  | 03-31-24 |
| Athletic Council   | 03-31-24 |
| Budget Status Report                                       | 03-31-24 |
| Board Secretary's Certification Budgetary Line Item Status | 03-31-24 |

**c. Bills - Regular & Cafeteria**

**2. New Business**

**BUSINESS & FINANCIAL**

**a. Transfer**

**Whereas**, the State Department of Education permits transfers among the school district's budgetary line item accounts, **And Whereas**, it is the desire of the Riverside Township Board of Education to make such a transfer, **Therefore, Be It Resolved**, by the Riverside Township Board of Education that the Board Secretary is hereby authorized to make the following budgetary account line item transfers, as attached.

**b. Fire Drill and Security Report**

Resolved that the Riverside Township Board of Education hereby approves the April Fire Drill Report, submitted by Marc Ballantyne, Fire Marshal, and the Security Drill Report, submitted by Robert O'Brien, School Safety Officer, as attached.

**BUSINESS & FINANCIAL (continued)**

**c. Adoption of the 2024-2025 Budget**

Be It Resolved that the Riverside Township Board of Education hereby approves the adoption of the 2024-2025 Annual Budget Statement, which sets the amount of the total budget, with a tax levy as follows:

|                      | <b>Budget</b> | <b>Local Tax Levy</b> |
|----------------------|---------------|-----------------------|
| General Fund         | \$40,965,902  | \$8,653,139           |
| Special Revenue Fund | \$2,912,881   |                       |
| Debt Service Fund    | \$1,593,015   | \$705,308             |
| Total Base Budget    | \$45,471,798  | \$9,358,447           |

BE IT FURTHER RESOLVED to acknowledge that the 2024-2025 budget, as described above, results in a General Fund tax levy of \$8,653,139 and a Debt Service Fund tax levy of \$705,308.

**d. Professional Medical Staffing, LLC**

Resolved that the Riverside Township Board of Education hereby approves Professional Medical Staffing, LLC. to provide Registered Nurse services for the 2024-2025 school year, as needed, per the attached agreement.

**e. Burlington County Special Services School District Professional Services Agreement**

Resolved that the Riverside Township Board of Education hereby approves the following professional services agreement for the 2024-2025 year, as attached.

**f. Threat Assessment Team**

Be It Resolved that the Riverside Township Board of Education hereby approves the establishment of a district wide Threat Assessment Team for the 2024-2025 school year comprised of the following members:

1. School psychologist, school counselor, school social worker, or other school employee with expertise in student counseling
2. Teaching staff member
3. School principal or other senior school administrator
4. Safe schools resource officer or school employee who serves as a school liaison to law enforcement
5. School safety specialist designated pursuant to N.J.S.A. 18A:17-43.3

**g. Statement of Assurance**

Resolved that the Riverside Township Board of Education hereby approves the Statement of Assurance for NJ High School Registrations, 2023-2024 school year, to be submitted to the Executive County Superintendent, as presented.

**h. ESS Northeast**

Resolved that the Riverside Township Board of Education hereby approves the addendum with ESS Northeast to provide classroom substitute services for the 2024-2025 school year, as per the attached addendum.

**BUSINESS & FINANCIAL (continued)**

- i. **NJ Commission For The Blind and Visually Impaired Educational Services Contract**  
Resolved that the Riverside Township Board of Education hereby approves the educational services contract with the NJ Commission for the Blind and Visually Impaired for the 2023-2024 school year, per the attached contract.
  
- j. **Burlington City School District Tuition**  
Resolved that the Riverside Township Board of Education hereby approves a Tuition Contract Agreement with Burlington City School District for the 2023-2024 academic year, at a per pupil cost of \$4,273.92 for one (1) Preschool homeless student and a per pupil cost of \$5,880.88 for one (1) Elementary School homeless student.
  
- k. **Edgewater Park School District Tuition**  
Resolved that the Riverside Township Board of Education hereby approves a Tuition Contract Agreement with Edgewater Park School District for the 2023-2024 academic year, at a per pupil cost of \$14,889 for one (1) Middle School homeless student.

**PERSONNEL**

- a. **Administrative Staff**  
Resolved that the Riverside Township Board of Education hereby approves the administrative staff appointments for the 2024-2025 school year at the contract salaries listed, as recommended by the Superintendent, as attached.
  
- b. **Certified Staff**  
Resolved that the Riverside Township Board of Education hereby approves the certified staff appointments for the 2024-2025 school year at the contract salaries listed, as recommended by the Superintendent, as attached.
  
- c. **Non-Certified Staff**  
Resolved that the Riverside Township Board of Education hereby approves the non-certified staff appointments for the 2024-2025 school year at the contract salaries listed, as recommended by the Superintendent, as attached.
  
- d. **Staff Development**  
Resolved that the Riverside Township Board of Education hereby approves the following staff development activities, for the 2023-2024 school year, as attached.
  
- e. **Summer Custodial Help**  
Resolved that the Riverside Township Board of Education hereby approves the following summer custodial workers at \$15.13 per hour:
  - Name**
  - Camryn Provenzano
  - Lauren Lapp
  - Jeshua Nieves
  - X'Zavion Funches

**PERSONNEL (continued)**

**f. Summer Employees**

Resolved that the Riverside Township Board of Education hereby approves the following staff extra summer work time, at the contract rates listed.

| <u>Name</u>         | <u>Days</u> | <u>Per Diem</u> |
|---------------------|-------------|-----------------|
| Vanessa Connearney  | 10          | \$490.22        |
| Mary Louise DiMiero | 10          | \$232.61        |
| Walter Huber        | 10          | \$559.08        |
| William Jackamonis  | 10          | \$485.78        |
| Laura Bruzek        | 10          | \$360.25        |
| Erika Ruff          | 15          | \$416.35        |
| Virginia Parejo     | 8           | \$214.94        |

**g. New Employees for 2023-2024**

Resolved that the Riverside Township Board of Education hereby approves the following staff members for the 2023-2024 school year, as recommended by the Superintendent.

1. Susan Gross, Café/Playground Aide, at the hourly rate of \$15.13, start date May 03, 2024.
2. Jennifer Restituyo, Custodian, at the prorated contract salary of \$50,231 (Step 0), start date pending a successful criminal history review and fitness for duty test.

**h. Contract Rescission**

Resolved that the Riverside Township Board of Education hereby accepts the resignation of Jenyth Ruberte as an Ambulatory Aide effective July 01, 2024 and appoints her for the position of RHS Cosmetology Teacher for the 2024-2025 school year.

**i. New Employees for 2024-2025**

Resolved that the Riverside Township Board of Education hereby approves the following staff members for the 2024-2025 school year, as recommended by the Superintendent.

1. William McCauley, Middle School Full-Time Science Teacher, at the contract salary of \$67,549 (Step 0), start date September 01, 2024, pending successful completion of the NJ Certification process and criminal history review.
2. Kathleen Faucett, Shared Middle School and High School Full-Time Mathematics Teacher/Interventionist, at the contract salary of \$67,549 (Step 0), start date September 1, 2024, pending a successful criminal history review.
3. Gwen Hangey, Elementary School Full-Time Special Education Teacher, at the contract salary of \$67,549 (Step 0), start date September 1, 2024, pending the successful completion of the NJ Certification process and criminal history review.
4. Michelle Reznik, Elementary School Full-Time Special Education Teacher, at the contract salary of \$70,549 (Step 0 + Masters), start date September 01, 2024, pending successful completion of the NJ Certification process and criminal history review.

**PERSONNEL (continued)**

5. Briana Gibbs, Elementary Pre-School Special Education Teacher, at the contract salary of \$70, 549 (Step 0 + Masters), start date September 01, 2024, pending a successful criminal history review.
6. Marissa Drew, Shared Full-Time Middle School and High School Physical Education Teacher, at the contract salary of \$67,549 (Step 0), start date September 01, 2024, pending successful completion of the NJ Certification process and criminal history review.
7. Jenyth Ruberte, Full-Time High School Cosmetology Teacher, at the contract salary of \$67,549 (Step 0), start date September 01, 2024, pending successful completion of the NJ Certification process.
8. Robyn Walker, Elementary School Full-Time Math Specialist/Kindergarten Interventionist, at the contract salary of \$67,549 (Step 0), start date September 1, 2024, pending a successful criminal history review.
9. Steven Lobis, Full-Time Middle School and High School English Teacher/Interventionist, at the contract salary of \$70,549 (Step 0+Masters), start date September 1, 2024, pending a successful criminal history review.
10. Julia Gibson, Shared Middle School, and High School ESL Teacher, at the contract salary of \$67,549 (Step 0), start date September 1, 2024, pending the successful completion of the NJ Certification process and criminal history review.

**j. Leave Request**

Resolved that the Riverside Township Board of Education hereby approves the leave of absence request from the employees listed below, for the period indicated:

| <u>Employee</u>   | <u>Position</u>               | <u>Dates</u>          |
|-------------------|-------------------------------|-----------------------|
| Carmen Bivins     | Elementary ESL Teacher        | 05/14/2024-06/14/2024 |
| Taylor Arket-York | Elementary Special Ed Teacher | 09/01/2024-10/23/2024 |
| Deborah Kaiser    | Elementary School Teacher     | 04/29/2024-05/10/2024 |

**k. Federal Family Leave**

Resolved that the Riverside Township Board of Education hereby approves the unpaid Intermittent Federal Family Leave request from the employee listed below, for the period indicated in the 2023-2024 School Year:

| <u>Employee</u> | <u>Position</u> | <u>Dates</u>           |
|-----------------|-----------------|------------------------|
| Monique Gale    | Custodian       | 04/23/2024- 06/30/2024 |

**PERSONNEL (continued)**

**l. Federal Family Leave**

Resolved that the Riverside Township Board of Education hereby approves the unpaid Federal Family Leave request from the employee listed below, for the period indicated in the 2024-2025 School Year:

| <u>Employee</u>   | <u>Position</u>               | <u>Date</u>            |
|-------------------|-------------------------------|------------------------|
| Taylor Arket-York | Elementary Special Ed Teacher | 10/24/2024- 01/14/2025 |

**m. Student Teachers**

Resolved that the Riverside Township Board of Education hereby approves the placement of the following college students in the student teacher assignment during the 2024-2025 school year, as listed.

| <u>Student</u>  | <u>University</u> | <u>Placement</u> | <u>Dates</u>          |
|-----------------|-------------------|------------------|-----------------------|
| Feyzanur Kurun  | Rutgers           | Jenna Buffetta   | 09/05/2024-12/20/2024 |
| Feyzanur Kurun  | Rutgers           | Jenna Buffetta   | 01/02/2024-04/18/2025 |
| Briana Martinez | Rutgers           | Tiffany Ross     | 09/05/2024-12/20/2024 |
| Briana Martinez | Rutgers           | Tiffany Ross     | 01/02/2024-04/18/2025 |

**n. Elementary Summer School Teachers**

Resolved that the Riverside Township Board of Education hereby approves the appointment of the following Elementary Summer School teachers from July 8, 2024 through August 2, 2024 at the contract salary of \$2,790 (20 days):

| <u>Teachers</u>   | <u>Teachers</u>        |
|-------------------|------------------------|
| Catherine Burry   | Jill Gilardi           |
| Christine Charley | Michelle Downey-McGill |
| Catherine Clarke  | Tiffany Ross           |
| Leah Falicki      | Kirby Watters          |
| Emily Young       | Linda Rho              |
| Cassidy Updike    |                        |

**o. Extended School Year Teachers**

Resolved that the Riverside Township Board of Education hereby approves the appointment of the following Extended School Year teachers from July 8, 2024 through August 2, 2024 at the contract salary of \$2,790 (20 days):

| <u>Teachers</u> | <u>Teachers</u>                                |
|-----------------|--|
| Lexie Conard    | Jennifer Colon                                 |
| Stacey Del Toro | Christopher Updike                             |
| Tara McElroy    | Briana Gibbs (pending criminal history review) |

**PERSONNEL (continued)**

**p. Extended School Year Aides**

Resolved that the Riverside Township Board of Education hereby approves the appointment of the following Extended School Year aides from July 8, 2024 through August 2, 2024, at the contract rate of \$18.35 per hour, for four (4) hours per day:

**Aides**

Cynthia Abriola  
Auneka Barats  
Stacy Cooper  
Darlene DeCarlo  
Colleen Forgash  
Tammy Joyce  
Beverly LaBorn  
James Hahn

**Aides**

Maureen McCurdy  
Kimberly Pulley  
Tracey Rankus  
Theresa Russell  
Melinda Soder  
Adriana Winkelspecht  
Michelle Shinn

**q. Elementary Summer School & Extended School Year Substitute Teachers/Aides**

Resolved that the Riverside Township Board of Education hereby approves the appointment of the following substitute teachers and aides for Elementary Summer School & Extended School Year, as needed.

**Substitutes**

Catherine Clarke  
Jennifer Clyde  
Joanne Devenny  
Cheryl Hansberry  
Agnieszka Kimball

**Substitutes**

Anastasia Lindenman  
Carletta Walker-Owens  
Elizabeth Walsh

**r. Elementary School Kindergarten Math Magic Teachers**

Resolved that the Riverside Township Board of Education hereby approves the appointment of the following teachers as Elementary School Kindergarten Math Magic Teacher, for summer 2024, for 8-4 hour sessions, totaling 64 hours, at an hourly rate of \$34.84.

**Name**

Laura Bruzek

**s. Elementary School Breakfast and Books Program Teacher**

Resolved that the Riverside Township Board of Education hereby approves the appointment of Angelique Dawson as Elementary School Breakfast and Books Program Teacher, for 4 weeks of summer 2024, totaling 32 hours, at an hourly rate of \$34.84.

**t. Resignation**

Resolved that the Riverside Township Board of Education hereby accepts, with regrets, the resignation of Mark Bekarciak, High School Vice Principal, effective June 30, 2024.

**u. Elementary Summer School Substitute Nurse**

Resolved that the Riverside Township Board of Education hereby approves Shari Simon, from Professional Med Staffing, to the appointment of Elementary Summer School & Extended School Year, as School Nurse at the hourly rate of \$61.00.

**PERSONNEL (continued)**

- v. **Substitute**  
Resolved that the Riverside Township Board of Education hereby approves Stacy Sabarese as a nurse substitute, for the 2024-2025 school year at an hourly rate of \$48.25, start date pending criminal history review.

**STUDENTS**

- a. **Field Trips**  
Resolved that the Riverside Township Board of Education hereby approves the following field trips for the 2023-2024 and 2024-2025 school year, as attached.
- b. **Fundraisers**  
Resolved that the Riverside Township Board of Education hereby approves the following fundraisers for the 2023-2024 and 2024-2025 school year, as attached.
- c. **HIB**  
Resolved that the Riverside Township Board of Education hereby approves the Harassment, Intimidation and Bullying report for April 2024, as attached.
- d. **Out of District Placement**  
Resolved that the Riverside Township Board of Education hereby approves the following student placements for the 2023-2024 school year.

| <u>ID#</u> | <u>Placement</u> | <u>Annual Tuition</u> |
|------------|------------------|-----------------------|
| 250182     | BCSSSD           | \$27,781.00           |

- e. **Home/Bedside Instruction**  
Resolved that the Riverside Township Board of Education hereby approves the following home/bedside instruction, for the 2023-2024 school year:

| <u>ID#</u> | <u>From</u>    | <u>To</u>    |
|------------|----------------|--------------|
| 240056     | April 17, 2024 | May 13, 2024 |

**PROGRAM**

- a. **Summer Credit Program**  
Resolved that the Riverside Township Board of Education hereby approves Educere, Inc. to provide remedial credit summer school courses to Riverside High School students, at no cost to the District, and agrees to accept the credits thus earned by those students.

**POLICY**

**None at this time.**

**FACILITIES**

**a. Facility Use**

Resolved that the Riverside Township Board of Education hereby approves the facility/building use request for the 2023-2024 and 2024-2025 school years, as attached.

**C. Committee Reports**

Personnel & Employee Relations  
Finance & Insurance  
Buildings & Grounds  
Athletics  
Curriculum  
Safety & Security  
Student Government  
Delegate to BCSBA  
Delegate to NJSBA  
Delanco Representative

Deborah Graf  
Maria Pinho  
Rachael Wrice  
Sabra Wrice  
Savithri Pinho  
Bridget Winerling  
Maria Pinho  
Maria Pinho  
Savithri Pinho  
Eric Mossop

**D. Acknowledgment of Visitors**

**E. Adjournment**

**F. Executive Session**

**Attachments available in the board office upon request.**