



# RIDGEWOOD BOARD OF EDUCATION

Education Center  
49 Cottage Place, Ridgewood, NJ 07450  
AGENDA

January 8, 2024

## Reorganization and Regular 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.

**REORGANIZATION MEETING**

- I. CALL TO ORDER AND ROLL CALL** **Ms. Kot**
- II. FLAG SALUTE AND PLEDGE OF ALLEGIANCE** **Ms. Kot**
- III. OPENING STATEMENT** **Ms. Kot**
- IV. RESULTS OF SCHOOL ELECTION (November 8, 2023)** **Ms. Kot**

**Candidates for Board: Two, Three Year Terms**

Mary Micale	2,973
Saurabh Dani	1,792
Julie Mchedlishveli	1,749
Michael Lembo	1,305
Laura Mckenna	1,229
Malcolm Jennings	663
Claude Guinchard II	632

- V. SWEARING IN OF ELECTED BOARD MEMBERS** **Ms. Kot**
  - Mary Micale
  - Saurabh Dani
- VI. ROLL CALL** **Ms. Kot**
- VII. NOMINATION FOR BOARD PRESIDENT** **Ms. Kot**
- VIII. ELECTION OF BOARD PRESIDENT** **Ms. Kot**
- IX. NOMINATIONS FOR VICE PRESIDENT** **BOE President**
- X. ELECTION OF VICE PRESIDENT** **BOE President**
- XI. BOARD ETHICS TRAINING** **BOE President**
  - Matthew Giacobbe, Legal Counsel
- XII. REORGANIZATION RESOLUTIONS** **BOE President**

**A. ADMINISTRATIVE**

**i. ADOPTION OF NJSBA CODE OF ETHICS**

Resolved, that the Ridgewood Board of Education adopts and agrees to abide by the New Jersey School Boards Association Board Member Code of Ethics as set forth in N.J.S.A 18A:12-24.1:

- a. I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
- c. I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
- e. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the Board.
- f. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its school.
- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

**BE IT FURTHER RESOLVED**, that each Board Member shall sign a document that he/she received a copy of the Code of Ethics and has read and understood it.

**ii. Approval of the Open Public Meetings Act & Board Meeting Dates**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the Open Public Meetings Act as follows:

Section 1. Except as provided in Section 7b of the Act, all meetings of the Board shall be open to the public at all times.

Section 2. At every Regular Public Meeting, the public may actively participate during the time or times designated for that purpose in Order of Business and the Board might take formal action.

Section 3. At every meeting, the public may participate or be heard subject to the rules outlined in Policy #0162 of the Board.

Section 4. All public meetings, as set forth in the Annual Meeting Schedule below, shall be held in the designated location as indicated below. All meetings will be held on Mondays at 7:00 p.m., unless noted.

Official action may be taken at any public meeting to hold an executive session to handle matters which by law may be discussed in closed session. Such matters include negotiations, personnel, security, real estate, litigation, investments, residency hearings, and Harassment, Intimidation, and Bullying hearings.

The Board may take action in public session at any meeting scheduled as a public meeting for executive session.

Public comments are permitted at the beginning of the meeting and just prior to adjournment. At the discretion of the presiding officer, public comments may be permitted at other times.

All Regular Public Meetings will be aired live on television, Optimum Channel 77 and FIOS Channel 33, and streamed via the “Link in Live” tab on the district website at [www.ridgewood.k12.nj.us](http://www.ridgewood.k12.nj.us).

Executive Sessions will be held before the scheduled Regular Public Meetings at 5:00 p.m., 5:30 p.m., 6:00 p.m., or 6:30 p.m. if necessary. In such instances, the Board will open in public and adjourn immediately in Executive Session.

January 22, 2024	Regular Public Meeting	Ed Center
February 12, 2024	Regular Public Meeting	Ed Center
March 4, 2024	Regular Public Meeting	Ed Center
March 18, 2024	Regular Public Meeting/Tentative Budget Adoption	Ed Center
April 8, 2024	Regular Public Meeting	Ed Center
April 29, 2024	Regular Public Meeting/Final Budget Adoption	Ed Center
May 20, 2024	Regular Public Meeting	Ed Center
June 10, 2024	Regular Public Meeting	Ed Center
June 24, 2024 *5:00 pm start time	Regular Public Meeting	Ed Center
July 22, 2024 *5:00 pm start time	Regular Public Meeting	Ed Center
August 26, 2024	Regular Public Meeting	Ed Center

*5:00 pm start time		
September 16, 2024	Regular Public Meeting	Ed Center
September 30, 2024	Regular Public Meeting	Ed Center
October 14, 2024	Regular Public Meeting	Ed Center
November 18, 2024	Regular Public Meeting	Ed Center
December 16, 2024	Regular Public Meeting	Ed Center
January 6, 2025	Reorganization Meeting	Ed Center

Section 5. Within 7 days following the adoption of this resolution and any revising or modifying resolution,

- a. A copy shall be filed with the Ridgewood Public Library.
- b. A copy shall be mailed to The Record and The Star Ledger.
- c. A copy shall be filed with the Village Clerk of the Village of Ridgewood.

**iii. Adoption of Robert’s Rule of Order**

Resolved, that the Ridgewood Board of Education, in accordance with Bylaw 0164, hereby adopts and will operate in accordance with Robert’s Rules of Order, which shall govern all official deliberation of the Board to the extent not inconsistent with the statutes of the State of New Jersey, rules of the State Board of Education, or the Board’s bylaws.

**iv. Adoption of Board Policies, Regulations and Bylaws**

Resolved, that the Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves and readopts all existing Board Policies, Regulations, and By-laws of the Ridgewood Board of Education.

**v. Designation of Official Newspapers**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves The Record and Star Ledger as official newspapers for all legal advertisements and notices for the 2024 year.

**B. Annual Appointments**

**Dr. Schwarz**

**i. Appointment: Affirmative Action Officer**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of the Director of Human Resources as the Affirmative Action Officer for the Ridgewood Public Schools for the 2024 year.

**ii. Appointment: Title II ADA/Section 504 Coordinator**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of the Director of Special Programs as the Title II ADA/Section 504 Coordinator for the Ridgewood Public Schools for the 2024 year.

**iii. Appointment: Homeless Children Liaison**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of the Director of Special Programs as the Homeless

Children Liaison for the Ridgewood Public Schools for the 2024 year.

**iv Appointments: Civil Rights Coordinators**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the Coordinators for the 2024 year, as listed below:

- Title IX: Director of Human Resources
- Title IX: Student Athletic Issues: Athletic Director
- Title IX: Student Curricular Issues: Director of Special Programs
- Employee Disabilities Issues (Americans with Disabilities Act): Director of Human Resources

**v. Appointment: Asbestos Hazard Emergency Response Act (AHERA) Coordinator**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of the Manager of Maintenance & Custodial Services as the AHERA Coordinator for the 2024 year.

**vi. Appointment: Chemical Hygiene Officer**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of the Supervisor of Science as the Chemical Hygiene Officer for the 2024 year.

**vii. Appointment: Custodian of Records**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of the Business Administrator/Board Secretary and the Director of Human Resources as Custodians of Records for the Ridgewood Public Schools for the 2024 year.

**viii. Appointment: Data Coordinator**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of Georgia Abrunzo as the Data Coordinator for the 2024 year.

**ix. Appointment: Indoor Air Quality Designee**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of the Manager of Maintenance & Custodial Services as the Indoor Air Quality Designee for the 2024 year.

**x. Appointment: Integrated Pest Management Coordinator**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of the Manager of Maintenance & Custodial Services as the Integrated Pest Management Coordinator for the 2024 year.

**xi. Appointment: Right to Know Officer**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of the Manager of Maintenance & Custodial Services as the Right to Know Officer for the 2024 year.

**xii. Appointment: School Safety Specialist**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of the School Safety Security Officer as the School Safety

Specialist for the 2024 year.

**xiii. Appointment: Substance Awareness Coordinator**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of the Supervisor of Wellness as the Substance Awareness Coordinator for the 2024 year.

**xiv. Appointment: Toxic Hazard Preparedness Officer**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of the Manager of Maintenance & Custodial Services as the Toxic Hazard Preparedness Officer for the 2024 year.

**xv. Appointment: Public Agency Compliance Officer (P.A.C.O)**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of the Business Administrator as the Public Agency Compliance Officer.

**xvi. Appointment: Representatives Requesting Federal and State Funds**

The Ridgewood Board of Education designates the Superintendent of Schools and the Business Administrator/Board Secretary, or their designees, as the Board's agents to request state and federal funds under the existing State and Federal Laws for the 2024 year.

**xvii. Appointment: Qualified Purchasing Agent**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, appoints the School Business Administrator as the Board's Qualified Purchasing Agent to exercise the duties of a qualified purchasing agent pursuant to N.J.S.A. 18A:18A, et seq. and grants authority, responsibility, and accountability of the purchasing activity of the Ridgewood Public Schools.

**xviii. Appointment: Board Secretary Pro Tem**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, appoints Jaime Cangialosi-Murphy as Board Secretary Pro Tem for emergency purposes or in the absence of the Business Administrator/Board Secretary.

**xix. Appointment: Investment Officer**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, appoints the Business Administrator/Board Secretary, as Investment Officer.

**C. ANNUAL AUTHORIZATIONS**

**Dr. Schwarz**

**i. Authorization for Payment of Bills Between Board Meetings**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, authorizes the School Business Administrator to audit, approve and direct pre-payment of claims prior to presentation to the Board for Debt Service, Payroll, fixed charges and any other claim or demand which would be in the best interest of the Board to pay promptly. Any such approval shall be presented to the Board for ratification at their next regular meeting as per N.J.S.A.18A:19-4.1. Such authority is granted for the 2024 year.

**ii. Designation of Business Administrator Transfer Authority**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools, approves as provided for in N.J.S.A. 18A:22-8.1, that the School Business Administrator be designated to approve such line item budget transfers as are necessary between Board of Education meetings, and that such transfers shall be reported to the Board of Education, ratified, and duly recorded in the minutes of such meeting not less than monthly.

**REGULAR PUBLIC MEETING**

- I. COMMENTS FROM THE PUBLIC** **BOE President**
- II. SUPERINTENDENT REPORT** **Dr. Schwarz**
- III. CONSENT ITEMS: REGULAR AND ROUTINE ISSUES** **Dr. Schwarz**

**A. ADMINISTRATION**

**i. Approval: Receipt of Suspensions and Harassment, Intimidation, and Bullying (HIB) Reports**

The Ridgewood Board of Education, upon the recommendation of the Superintendent of Schools approves the recommendation of the findings of the suspensions and confidential HIB reports received since the last Board meeting

**B. HUMAN RESOURCES** **Dr. Schwarz**

**i. 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.

\_\_\_\_\_ Interim Middle School Principal, George Washington Middle School, effective January 9, 2024 through June 30, 2024, pending verification of employment as outlined by Chapter 5. Candidate possesses a NJDOE Standard Certificate as School Administrator, Principal and Supervisor.

Salary: TBD

Account # 11-000-240-103-00-09-019-000

**IV. APPROVAL OF BILLS** **BOE President**

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>
Dec 21	Columbia Bank On-Line	112405	100,000.00
Jan 8	Columbia Bank On-Line	112406-112596	1,989,268.43
Nov 30	Payroll Transfers	P47015-P47016	7,297,468.93



Nov 15	Electronic Transfer	B47004	285,550.00
Nov 8	Electronic Transfers	C47018-C47019	10,723.92
Oct 31	Electronic Transfer	F47002	8,524.57
Dec 12	Electronic Transfer	R47003	36,114.00
Nov 13	Electronic Transfers	R47005-R47007	1,810.06
Jan 8	Electronic Transfer	821131	15,609.24
Jan 8	Food Service	620451-620452	279,305.74
<b>TOTAL</b>			<b>10,024,374.89</b>

- V. BOARD MEMBER ANNOUNCEMENTS** **BOE President**
- VI. BOARD COMMITTEE REPORTS** **BOE President**
- VII. DISCUSSION ITEMS** **BOE President**
- VIII. ACCEPTANCE OF MINUTES** **BOE President**
  - December 4, 2023 Regular Public Meeting Minutes  
*(as revised at the December 18, 2023 Regular Meeting)*
- IX. OTHER BUSINESS** **BOE President**
- X. COMMENTS FROM THE PUBLIC** **BOE President**
- XI. MOTION TO GO INTO EXECUTIVE SESSION** **BOE President**
- XII. RECONVENED PUBLIC MEETING** **BOE President**
- XIII. ADJOURNMENT** **BOE President**