

**BUSINESS MEETING OF APRIL 30, 2020
RIDGEFIELD SCHOOL DISTRICT
555 CHESTNUT STREET, RIDGEFIELD, NJ 07657**

A Work Session Business Meeting of the Ridgefield Board of Education will be held on April 30, 2020. This meeting was held remotely as per guidelines to the public posted on the Ridgefield School District’s website. The meeting was called to order by Mr. Michael Jacobs.

I. CALL TO ORDER

At 5:00 p.m. the meeting was called to order.

II. FLAG SALUTE

The Pledge of Allegiance to the Flag of the United States of America was recited.

II. OPEN PUBLIC MEETING STATEMENT

“The New Jersey Open Public Meeting Law was enacted to ensure the right of the public to have advanced notice of and to attend the meeting of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Ridgefield Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted at the Administration Building, and having notified The Record, The Star Ledger and the Ridgefield Borough Clerk”.

IV. ROLL CALL

Mr. Acosta	Absent
Mr. Grippa	Present
Mrs. Inan	Present
Mr. Morilla	Arrived at 5:06 p.m.
Mrs. Narvaez	Present
Mr. Pych	Present
Mr. Jacobs	Present

There being six members present, a quorum was declared.

Also present were:

Rory McCourt – Superintendent of Schools

Julyana Ortiz – Business Administrator/Board Secretary

Mr. Jacobs asked everyone to remember the people we have lost because of the COVID 19 and he thanked the teachers, administrators and the whole Ridgefield school district family, first responders, health care professionals, and all essential workers for stepping up for us and we will get through this together because we are Ridgefield Strong and we will get through this.

V. SUPERINTENDENT’S REPORT, PRESENTATIONS AND DISCUSSION ITEMS -

Mr. McCourt thanked the board, administrators, staff, students and parents for their flexibility, cooperation and patience during this ongoing extended school closure. Mr. McCourt stated he continues to be contact with other superintendents in the county and the model we are using is in line with what many other school districts. Mr. McCourt stated even though we distributed countless chrome books to students in need there are still families sharing devices at home so not all are students can log in and complete work at a set time. Mr. McCourt stated he is seeing a lot of examples of our assignments and assessments evolving for the students becoming more rich and comprehensive as our closure goes on. Mr. Court thanked the staff for their creativity and perseverance as I know that many of them are caring for their own children as the school district continues to run remotely. Mr. McCourt gave a special congratulation to our Athletic Director, Mr. Jon Duncan for being voted as Athletic Director of the Liberty Division for the year for his outstanding work. Mr. McCourt stated that Mr. Duncan has worked very hard on bringing football back to Ridgefield. He stated we do not know the outcome yet as this extended closure making the process a little more difficult but we are still working on it. Mr. McCourt stated the meeting is starting at 5:00 p.m. because he is in his office in Ridgefield and he must be home by 8:00 p.m. due to the state mandated curfew. Mr. McCourt explained the process to the public if they wanted to make any comments during the board meeting and he stated that the meeting is being recorded.

1. Presentation of the Spring 2019 New Jersey Student Learning Assessment-Science (NJSLA-S) Results
Mr. McCourt introduced Ms. Seabold who presented the results of the new NJSLA science testing in grades 5,8 and 11. Ms. Seabold stated this is the first year for the new test, as the NJDOE implemented the new testing format in the spring of 2019. Students in Ridgefield performed in a similar fashion to their peers throughout the state on this new test, as the results show. In future years, the results will be compared to previous year of the testing.

Mrs. Narvaez asked if there was a way to tell how close the students who scored 2 where they to scoring a 3 or those students who did not pass how close where they to passing the test. Ms. Seabold stated that is something she could provide.

Mr. Jacobs if there is a refresher course for students since the students are not seeing the science curriculum for three years. Ms. Seabold stated she is not sure why the state test the students cumulative for science and she also finds it profound.

Mr. McCourt stated that the roll out of this test was done very poorly by the state. The standards were released first several years ago and schools needed to address their curriculum to incorporate the new standards and at one point the students were learning new standards in certain grades but were being tested on the old test that no longer exactly measured the standards that were being taught in the classroom. Mr. McCourt stated this is the first year of the test came out and Ms. Seabold comment on the way high schools are setup structurally the test does not speak very well to them. He stated he thinks our quarterly benchmarks are a great practice we have here because they will allow us to take the standards in house. The collective passing grade that the state has is a good benchmark.

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2. Budget Presentation for SY 2020-2021

Mr. Ortiz thanked everyone who helped build the 2020-2021 budget the administrators, board, especially the finance and operations committees and Mr. McCourt, Superintendent of Schools. Mrs. Ortiz stated that this budget was built by the numbers we received in late February from the Governor, as of now the state aid numbers have not changed so this under the assumption that the number will be the same. Mrs. Ortiz stated we will be adding two class three officers, one in Slocum Skewes School and another one will be shared between Shaler Academy and Bergen Boulevard. We continue to invest in our classroom technology will be refreshing our chrome books and promethian boards. Mrs. Ortiz stated we will be adding an additional ESL teacher and an elementary guidance counselor. Mrs. Ortiz stated that the average home will see an increase of \$ 108.87 (1.96% for school tax levy) for the year.

Mr. Jacobs thanked Mrs. Ortiz and her team for their great efforts and doing a great job. Mr. Jacobs stated that this pandemic has created a health crisis that we have never seen in our lifetime and with that in mind every state has had to allocate tremendous sums of money to fight it. Mr. Jacobs stated that Governor Murphy on April 14, 2020 signed into law legislation to extend the state fiscal year till September 30, 2020 and the state income tax filing deadline. The state also requires the state treasury to report by May 22, 2020 how the shutdown of most tax generated businesses has affected our state revenues. The report could indicate whether the state can provide the aide promised to our school districts in the Governors original February 25, 2020 budget proposal. Mr. Jacobs stated that the board wanted to share this information with all our partners, parents of the community and the public and the board will stay on top of it.

VI. BOARD COMMITTEE REPORTS -

- A. Student Liaison – Fatima Hijaza - **N/R**
- B. Finance Committee – Andrew Grippa (Chairperson), Michael Jacobs, Javier Acosta – **N/R** but Mr. Grippa thanked Mrs. Ortiz for doing an excellent job on the 2020-2021 budget.
- C. Curriculum Committee – Claudia Narvaez (Chairperson), Michael Jacobs, Maryam Juliet Inan – **N/R**
- D. Operations Committee – William Pych (Chairperson), Michael Jacobs, Andrew Grippa – Mr. Pych thanked Mrs. Ortiz for doing a great job on the budget and the adding of the additional two class three officers. Mr. Pych stated that our custodians are working on scattered schedules and following the safety guidelines. He also stated he spoke to Mr. Malaquias, maintenance supervisor about the vestibule of Bergen Blvd. and said it is the best solution. Mr. Pych gave kudos to teachers and staff for doing a great job in this difficult time. Mr. Pych congratulated Mr. Duncan on being the Liberty Division Athletic Director of the year and for all is hard work.
- E. Personnel Committee – Ralph Morilla (Chairperson), William Pych, Maryam Juliet Inan – Mr. Morilla stated that the committee had two meetings and great progress has been made.
- F. Policy Committee – Ralph Morilla (Chairperson), Michael Jacobs, Claudia Narvaez
- G. NJSBA/Legislative Delegate – Claudia Narvaez - Alternates: Michael Jacobs – Mrs. Narvaez asked Mr. McCourt if he could speak about the survey from NJSBA. Mr. McCourt stated he completed the survey of behalf of the district and stated the survey wanted to know what type of educational programs the school district would be put into place if the schools opened on short notice. Mr. McCourt stated he thought it was premature we would need some guidance from the Department of Education and the Department of Health to ensure the safety of the students and staff. Mrs. Narvaez thanked Mr.

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McCourt for doing such a great job during this difficult time. Mr. Jacobs also stated he completed the survey and stated on the survey that we need more guidelines.

Mrs. Inan thanked Mrs. Ortiz and Ms. Seabold for their presentations this evening and she also thanked the teachers for their hard work during this difficult time.

VII. TOPICS FOR DISCUSSION -

VIII. Motion to move into PUBLIC COMMENTS/QUESTIONS Session of the Meeting (Resolutions and Discussion Items Only).

Statements made by individual participants are limited to a duration of five (5) minutes unless otherwise announced at the beginning of the discussion. The Board urges large groups to select one person to represent them. The Board reminds those individuals who take the opportunity to speak to please type their question into the “chat” box, identify themselves by name and address, and to limit their comments to items listed on the agenda. The Board may or may not respond to issues raised by members of the public. All comments will be considered and a response will be forthcoming if and when appropriate. The Board asks all members of the public to be courteous and mindful of the rights of other individuals when speaking. Specifically, the Board discourages comments regarding students and employees and will not respond to such comments. Please note that after the public discussion is closed by the President, no other questions or comments from the audience will be permitted until the “Questions and Comments from the Audience on Any Topic of Concern” at the end of the agenda. At that time, questions do not have to be confined to agenda items.

Motion made by Mrs. Narvaez, seconded by Mrs. Inan.
Motion passed unanimously by Board Members present.

Motion to close **PUBLIC COMMENTS/QUESTIONS** Session of the Meeting.

Motion made by Mrs. Narvaez, seconded by Mr. Grippa.
Motion passed unanimously by Board Members present.

Mr. Jacobs asked Mr. McCourt if there were any public comments and Mr. McCourt stated no he did not receive any.

IX. BOARD COMMENTS ON RESOLUTIONS AND DISCUSSION ITEMS ONLY.

Mr. Grippa asked about Resolution #16 – Approval of the revision of the 2019-2020 Ridgefield Public Schools District Calendar. Mr. Grippa stated he thought that the board agreed to make the day before the

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holiday break in December being a half day. Mr. McCourt stated the revisions on the calendar is for the Memorial Holiday break and he believes he built in a half day in December for the holiday break.

X. OLD BUSINESS

XI. RESOLUTIONS FOR ACTION

1. CONSENT RESOLUTION – Roll Call

Motion to approve the following consent items 2,3,4,5,6,7,8,9,10,11,12,13,14,15,16,17,18, 19 and 20:

Motion made by Mrs. Narvaez, seconded by Mr. Pych.

ROLL CALL

Mr. Acosta	Absent
Mr. Grippa	Aye
Mrs. Inan	Aye
Mr. Morilla	Aye
Mrs. Narvaez	Aye
Mr. Pych	Aye
Mr. Jacobs	Aye

FINANCE – (Items 2-13)

2. MINUTES – Consent

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Ridgefield Board of Education approves the minutes of the April 2, 2020 Work Session/ Business Meeting (**REF#0430-01**):

3. BILL LIST – Consent

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Ridgefield Board of Education approves the bill list from the month of April 2020 (**REF#0430-02**):

April 30, 2020 Vendor Batch 1 \$ 366,832.70

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4. BOARD SECRETARY REPORT- Consent

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Ridgefield Board of Education approves the Board Secretary Report for the periods ending February 29, 2020 and March 31, 2020 (**REF#0430-03**):

5. CASH REPORT- Consent

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Ridgefield Board of Education approves the Cash Report for the periods ending February 29, 2020 and March 31, 2020 (**REF#0430-04**):

6. BUSINESS ADMINISTRATOR'S CERTIFICATION – Consent

Pursuant to N.J.A.C.6:23-2.11(d), I, Julyana Ortiz, School Business Administrator, certify that as of February 29, 2020 and March 31, 2020 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district Board of Education pursuant to N.J.S.A. 18A:22-8.1 and 18A:22-8.2.

Pursuant to N.J.A.C.6:23-2.11(d), I, Julyana Ortiz, School Business Administrator, certify that as of February 29, 2020 and March 31, 2020 no budgetary line item account has been over-expended in violation of N.J.A.C.6:23-2.11(b).

Motion to certify, pursuant to N.J.A.C.6:23-2.11(e), that as of February 29, 2020 and March 31, 2020, after review of the Board Secretary's monthly report (appropriations sections) and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been over-expended in violation of N.J.A.C.6:23-2.11(e), and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year:

7. APPROVAL OF BUDGET TRANSFER – Consent

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Ridgefield Board of Education approves the budget transfer for months of February 2020 and March 2020 in the amount of \$49,085.00 and \$23,500.00 as attached (**REF#043005**):

8. APPROVAL TO WRITE OFF OUTSTANDING CHECKS FROM THE GENERAL FUND ACCOUNT – Consent

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BE IT RESOLVED that upon recommendation of the Superintendent of Schools, the Ridgefield Board of Education approves to write off prior year outstanding checks from the general fund account as listed below:

<u>Check Number</u>	<u>Date</u>	<u>Amount</u>
31813	5/24/2019	66.00
31953	6/28/2019	150.00
32066	6/28/2019	150.00

9. APPROVAL TO WRITE OFF OUTSTANDING CHECKS FROM THE NET PAYROLL ACCOUNT – Consent

BE IT RESOLVED that upon recommendation of the Superintendent of Schools, the Ridgefield Board of Education approves to write off prior year outstanding checks from the net payroll account as listed

<u>Check Number</u>	<u>Date</u>	<u>Amount</u>
29708	7/13/2018	229.14
29930	11/15/2018	91.83
29965	12/14/2018	91.83
29975	12/21/2018	256.42
29983	1/15/2019	364.51
29988	1/15/2019	18.05
30117	4/12/2019	242.06
30162	5/15/2019	90.34
30167	5/15/2019	90.34
30180	5/30/2019	50.52
30202	6/14/2019	90.34
30211	6/24/2019	887.72

10. APPROVAL OF THE FINAL BUDGET FOR SY 2020-2021 – Consent

BE IT RESOLVED, that the Ridgefield Boro Board of Education, County of Bergen, approves the final 2020-2021 school year budget as follows:

	<i>Budget</i>	<i>Local Tax Levy</i>
General Fund (Fund 10)	\$ 40,272,753	\$ 22,566,627
Special Revenue Fund (Fund 20)	\$ 639,061	\$ 0
Debt Service Fund (Fund 40)	\$ 932,698	\$ 713,507
Total Base Budget	\$ 41,844,512	\$ 23,280,134

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And

BE IT FURTHER RESOLVED that the General Fund tax levy \$23,280,134 is approved to support Current General Expense that includes an automatic adjustment for Use of Banked Cap of \$3,175 and Debt Service Fund tax levy of \$713,507 to support Debt Service for the 2020-21 school year budget:

And

BE IT FURTHER RESOLVED that the Ridgefield Boro Board of Education accepts State School Aid for the 2020-21 school year as follows:

Equalization Aid	\$ 1,697,911
Special Education Categorical Aid	\$ 1,051,622
Security Aid	\$ 96,410
Less: SDA Assessment	<u>\$ -474</u>
Subtotal	\$ 2,845,469
Debt Service Aid	<u>\$ 189,191</u>
Total Aid	\$ 3,034,660

BE IT FURTHER RESOLVED that the Ridgefield Boro Board of Education withdraws from the Board of Education's approved Capital Reserve Account in the amount of \$217,000 to transfer \$30,000 to Debt Service and to fund the following other Capital Projects:

Shaler Academy School

- New Playground - \$84,000

Bergen Boulevard School

- Security Vestibule in Front Entrance - \$20,000

Slocum Skewes School:

- Multipurpose Room Door - \$15,000
- Remove and replace Cafeteria Tables - \$40,000
- Remove and replace Art Room Lights – \$8,000
- Drain in front of Multipurpose Room Door - \$12,000

Ridgefield Memorial High School

- Remove and replace gutters - \$8,000

11. APPROVAL OF THE 2020-21 BUDGET – WITHDRAWAL FROM MAINTENANCE RESERVE– Consent

WHEREAS, N.J.S.A. 6A:23A-14.2(d) permits a Board of Education to withdraw such funds from the maintenance reserve account and appropriate into the required maintenance account lines at budget time or any time during the year for use on required maintenance activities for a school facility as reported in the comprehensive maintenance plan pursuant to N.J.A.C. 6A:26A-4

WHEREAS, the Ridgefield Boro Board of Education is desirous to withdraw funds from the Maintenance Reserve Account in the amount of \$69,000 and appropriate said funds into the required maintenance account line in the general fund for the following:

- Repair floors in room 101A/B in Slocum Skewes School (\$10,000)
- Repair ceiling in room 206 in Slocum Skewes School (\$35,000)
- Lock replacements in Slocum Skewes School (\$4,000)
- Locker repairs and paint in Ridgefield Memorial High School (\$20,000)

WHEREAS, according to 6A:23A-14.2(e), the Ridgefield Boro Board of Education shall restore any unexpended required maintenance appropriations up to the amount of maintenance reserve account funds withdrawn, to the maintenance reserve account at year-end:

NOW THEREFORE BE IT RESOLVED that the Ridgefield Boro Board of Education approves the withdrawal of \$69,000 from the Board of Education’s approved Maintenance Reserve account to be used in SY 2020-2021.

12. APPROVAL OF WITHDRAWAL FROM CAPITAL RESERVE– Consent

WHEREAS, N.J.S.A. 6a:23A-14.1 permits a Board of Education to withdraw such funds from the capital reserve account and transfer the funds into the debt service account for the purpose of offsetting locally funded principal.

NOW THEREFORE BE IT RESOLVED that the Ridgefield Boro Board of Education approves the withdrawal of \$28,702 from the Board of Education’s approved Capital Reserve account to be used in the current SY2019-2020.

13. APPROVAL TO WRITE OFF OUTSTANDING ACCOUNTS RECEIVABLES – Consent

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BE IT RESOLVED that upon recommendation of the Superintendent of Schools, the Ridgefield Board of Education approves to write off prior year SACC account receivables from school years 2015/2016 and 2016/2017 in the amount of \$8,328.15.

STUDENT SERVICES – (Item)

CURRICULUM – (Item)

OPERATIONS – (Items 14-16)

14. APPROVAL OF POMPTONIAN FOOD SERVICE AS FOOD SERVICE MANAGEMENT COMPANY FOR THE 2020-2021 SCHOOL YEAR – Consent

BE IT RESOLVED, that the Ridgefield Board of Education “SFA” approves the renewal of the Food Service Management contract with The Pomptonian, Inc. “FSMC” for the food service operation for 2020-2021.

The FSMC shall receive, in addition to the costs of operation, an administrative/management fee of \$30,053.00 to compensate the FSMC for administrative and management costs. This fee shall be billed in 10 monthly installments of \$3,005.30 per month as a cost of operation. The SFA guarantees the payment of such costs and fee to the FSMC.

The FSMC guarantees the SFA a minimum return of \$8,000.00 for school year 2020-2021.

15. APPROVAL OF POMPTONIAN FOOD SERVICE AS PRICE LIST FOR THE 2020-2021 SCHOOL YEAR– Consent

BE IT RESOLVED, the upon the recommendation of the Superintendent of Schools, the Ridgefield Board of Education approves the Pomptonian Food Service Price List for the 2020-2021 school year (**REF#0430-06**):

16. APPROVAL OF THE REVISION OF THE 2019-2020 RIDGEFIELD PUBLIC SCHOOLS DISTRICT CALENDAR- Consent

BE IT RESOLVED, that upon recommendation of the Superintendent of Schools, the Ridgefield Board of Education approves the revision of the 2019-2020 Ridgefield Public Schools district calendar as follows (**REF#0430-07**):

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May 21, 22 and 26, 2020 – Schools/District Closed

PERSONNEL – (Items 17-20)

17. APPROVAL OF EXTENSION OF MEDICAL LEAVE OF ABSENCE FOR EMPLOYEE ID#0375 - Consent

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Ridgefield Board of Education hereby approves a request for an extension of a medical leave of absence for employee #0375 retroactive from April 2, 2020 through April 30, 2020:

18. ACCEPTANCE OF RESIGNATION OF VIRGINIA CUBILLAN- Consent

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Ridgefield Board of Education approves the resignation of Virginia Cubillian, Spanish teacher, effective June 30, 2020:

19. APPROVAL TO CARRYOVER 2019-2020 UNUSED PERSONAL DAYS – Consent

BE IT RESOLVED that upon recommendation of the Superintendent of Schools, the Ridgefield Board of Education approves all Ridgefield Board of Education staff to carryover up to 2 unused personal days from the 19-20 school year to be used in the 20-21 school year.

20. APPROVAL TO CARRYOVER 2019-2020 UNUSED VACATION DAYS – Consent

BE IT RESOLVED that upon recommendation of the Superintendent of Schools, the Ridgefield Board of Education approves all Ridgefield Board of Education staff to carryover up to 5 unused vacation days from the 19-20 school year to be used in the 20-21 school year.

LEGAL – (Item)

XII. Motion to move into PUBLIC COMMENTS/QUESTIONS Session of the meeting (any items).

Please follow the guidelines as stated under “Questions and Comments from the audience on Agenda items”.

Motion made by Mrs. Narvaez, seconded by Mr. Pych.

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Motion passed unanimously by Board Members present

Mr. McCourt read into the meeting the comments he received from Ms. Olivia Uργο, 373 Edwards Terrace, Ridgefield, NJ 07657. Mrs. Uργο comment was in regard to her daughter Lola who is a pre-school student about the limited amount of virtual learning experience she is receiving in particular the lack of direct instruction. Mrs. Uργο stated Lola is receiving only twenty minutes weekly of direct learning experience and would like to suggest an increase in direct learning time since twenty minutes per child, per week is not appropriate for any child. Mrs. Uργο stated youtube is educating her daughter as per lesson plans. Mrs. Uργο stated to be frank she does not care what other towns are doing, she cares what Ridgefield is doing. She stated her tax dollars go to Ridgefield School System and to receive twenty minutes of non- educational chat is not acceptable. She stated most importantly no progress monitor is taking place this week. Mr. McCourt thanked Mrs. Uργο for her comments and appreciates her feedback as we are going through this new process and it is evolving, and he stated he does not suggest that it is perfect so he appreciates her thoughts on direct instruction. Mr. McCourt state that Mrs. Uργο stated she is in education and works with Pre-kindergarteners. Mr. McCourt stated he feels it is important to offer right now an insynchronized environment for our students at largely and he understands the value of virtually connecting with the students, but we also have to consider the students are able to do the assignments so we can gage progress during the curriculum as well. Mr. McCourt stated he feels that the model is align with best practices he is seeing right now. He stated with respect to what other town are doing, he does care what Ridgefield is doing as well, and he understand your tax dollars go to Ridgefield School System he stated he feels it is important to learn what other districts are doing so we establish best practices to highlight what is working and not working in places. Mr. McCourt stated a large number of Ridgefield students who do not have technology at home and we are still actively providing has lead us to believe that we maintain an insynchronized environment where students can do their work at different time. Mr. McCourt stated he does appreciate her comments and her feedback to think about.

XIII. Motion to close **PUBLIC COMMENTS/QUESTIONS** Session of the meeting.

Motion made by Mr. Morilla, seconded by Mrs. Inan.

Motion passed unanimously by Board Members present.

XIV. NEW BUSINESS

XV. ADJOURNMENT

Motion to adjourn the business meeting of the Board of Education at 5:57 p.m.

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Motion made by Mrs. Narvaez, seconded by Mr. Grippa.
Motion passed unanimously by Board Members present.

Respectfully submitted by,

Julyana Ortiz
Business Administrator/Board Secretary