

**BOARD OF EDUCATION
BOROUGH OF NORTH HALEDON**

**Reorganization Meeting
May 4, 2011**

FORMAL ACTION MAY BE TAKEN AT THIS MEETING

OPEN MEETING

Mrs. Nancy Di Bartolo, Business Administrator/Board Secretary presided over the opening of the meeting and voiced the call to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

OPEN PUBLIC MEETING NOTICE

In accordance with the provisions of the Open Public Meetings Act, the North Haledon Board of Education has issued notice of this meeting to be publicized by having the date, time and location of the meeting posted at the North Haledon Municipal Building and Memorial and High Mountain School and mailed to The Hawthorne Press, on April 29, 2010, which has been designated as the Board's official newspaper and to The Gazette and The Record, alternate newspapers. Notice was also filed with the Borough Clerk and will be sent to those persons requesting that such notice be mailed to them.

REPORT OF ELECTION

The annual school district meeting/election of the Borough of North Haledon was held on April 27, 2011 pursuant to notice given and in accordance with current school law. There were four polling places within the district, Covenant Christian Church, Sixth Reformed Church, North Haledon Municipal Building and Grace Bible Church.

ELECTION RESULTS: The 2011-2012 local tax levy for the General Fund in the amount of \$7,994,550.00.

The following are the results of the election as certified by the County Clerk:

<u>Votes at Polls</u> <u>General Fund</u>	<u>Absentee/Provisional</u>	<u>Total</u>
Yes 438	Yes 11/1	Yes 450
No 277	No 19	No 296

<u>Names of Candidates</u>	<u>Term</u>	<u># Votes</u>	<u>Mail In/Provisional</u>	<u>Total</u>
Michelle Melone	3	427	24	451
Dorothy Contegiacomo	3	375	16	391
Raed Dandan	3	124	1	125
Peter Dudas	3	420	17	437
Gini Panzera	3	235	17	252
<u>Write In Candidates</u>		9	1	10

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Oath of Office

Whereas, at the annual school election held on Tuesday April 27, 2011, the legal voters of the North Haledon School District duly elected Mrs. Dorothy Contegiacomo of 35 Bogert Drive, Mr. Peter Dudas of 20 Chestnut Avenue and Mrs. Michelle Melone of 11 Roosevelt Avenue to membership on the North Haledon Board of Education; and Whereas Mrs. Dorothy Contegiacomo, Mr. Peter Dudas and Mrs. Michelle Melone have taken and subscribed to the required oath of office as administered by Viola Lordi, Esq.. and David Stanziale, Esq.. Therefore, be it resolved: Mrs. Dorothy Contegiacomo, Mr. Peter Dudas and Mrs. Michelle Melone are accepted and seated as members of the North Haledon Board of Education effective May 4, 2011.

Motion: Mrs. Lampe

Second: Mr. Vaccaro

Vote: Unanimous voice vote

Roll Call

Present: Mrs. Antropow, Mrs. Contegiacomo, Mr. Dudas, Mrs. Foti, Mr. Gorga, Mr. Jordan,
Mrs. Lampe, Mrs. Melone, Mr. Vaccaro, Ms. Cardiello, Ms. Lordi, Mrs. Di Bartolo

Absent: None

MOTION FOR THE ELECTION OF PRESIDENT

Be it resolved: By Order of the North Haledon Board of Education, the floor is now open for nominations for President.

MOTION: Mr. Vaccaro

SECOND: Mrs. Contegiacomo

VOTE: Unanimous voice vote

CALL FOR NOMINATIONS

The following persons are hereby nominated for Office of President of the North Haledon Board of Education:

NAME: Mr. Jordan

NOMINATED BY: Mr. Gorga

SECONDED BY: Mrs. Antropow

MOTION TO CLOSE NOMINATIONS FOR PRESIDENT

Be it resolved: The North Haledon Board of Education hereby closes nominations for the Office of President.

MOTION: Mr. Vaccaro

SECOND: Mrs. Contegiacomo

VOTE: Unanimous voice vote

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OFFICIAL VOTING FOR PRESIDENT

Be it resolved: The Board hereby directs the Business Administrator to cast one (1) ballot on behalf of **Mr. Jordan** for President of the North Haledon Board of Education.

MOTION: Mr. Vaccaro

SECOND: Mrs. Contegiacomo

VOTE:

Ayes: 9

Nays: 0

Present: 9

Abstain: 0

THE NEWLY ELECTED PRESIDENT WILL OCCUPY THE CHAIR.

Mr. Jordan, President requested nominations for the office of Vice-President of the North Haledon Board of Education

MOTION FOR ELECTION OF VICE PRESIDENT

Be it resolved: By order of the North Haledon Board of Education, the floor is now open for nominations for Vice President.

MOTION: Mrs. Lampe

SECOND: Mrs. Antropow

VOTE: Unanimous voice vote

CALL FOR NOMINATIONS

The following persons are hereby nominated for Office of Vice President of the North Haledon Board of Education:

NAME: Mr. Gorga

NOMINATED BY: Mrs. Lampe

SECONDED BY: Mrs. Foti

MOTION TO CLOSE NOMINATIONS FOR VICE PRESIDENT

Be it resolved: By Order of the Board, the nominations for Vice President of the North Haledon Board of Education are closed.

MOTION: Mrs. Lampe

SECOND: Mrs. Antropow

VOTE: Unanimous voice vote

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OFFICIAL VOTING FOR VICE PRESIDENT

Be it resolved: The Board hereby directs the Business Administrator to cast one (1) ballot on behalf of **Mr. Gorga** for Vice President of the North Haledon Board of Education.

MOTION: Mrs. Lampe

SECOND: Mrs. Contegiacomo

VOTE:

Ayes: 9

Nays: 0

Present: 9

Abstain: 0

BOARD OF EDUCATION COMMITTEES

Be it resolved: The Board hereby approves the following committees for the 2011/2012 School year: Facilities & Services, Curriculum, Finance, Negotiations, Personnel, Policy, Technology, Public Relations and QSAC.

MOTION: Mrs. Lampe

SECOND: Mr. Gorga

VOTE: Unanimous voice vote

ACTION ITEMS

Annual Board Resolutions – Required for the Annual Organizational Meeting for the 2011/2012 school year except as noted:

The Board President recommends the following motions for approval by the Board.

Motion: Mr. Vaccaro

Second: Mrs. Foti

Be it resolved: Upon the recommendation of the Superintendent. The Board hereby approves motions 1) Meeting Dates 2) Wire Transfer Authorization 3) Bank Depositories and Petty Cash Accounts 4) Appointment of Official Newspapers 5) Special Counsel

- 1) **Meeting Dates:** Be it resolved: That the Work Sessions and Regular Meetings for the North Haledon Board of Education will be held in accordance with the following schedule which will be distributed to each Board Member, the Public and spread in the minutes and be it further resolved: Formal action may be taken at all Board Meetings which shall be held in High Mountain School's Media Center and shall begin at 7:30 p.m. unless changed and shall be open to the public under the sunshine law.

May 4, 2011

May 25, 2011

June 29, 2011

Re-Organization & Regular Meeting

Regular Meeting

Regular Meeting

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July 27, 2011	Regular Meeting
August 24, 2011	Regular Meeting
September 21, 2011	Work Session
September 28, 2011	Regular Meeting
October 19, 2011	Regular Meeting
November 16, 2011	Regular Meeting
December 14, 2011	Regular Meeting * BEGINNING AT 6:30 p.m.
January 18, 2012	Regular Meeting
February 22, 2012	Regular Meeting
March 21, 2012	Work Session
March 28, 2012	Regular Meeting
April 25, 2012	Regular Meeting & Reorganization Meeting

- 2) **Wire Transfer Authorization** - Be it resolved: That the following officers of this Board of Education are hereby authorized to enter into a funds transfer agreement with Lakeland Bank for the transfer of funds by wire, from accounts of this Board at the Lakeland Bank to any other account of this Board with the Lakeland Bank or into any other account of this Board at another bank, Nancy Di Bartolo, Business Administrator/Board Secretary.
- 3) **Bank Depositories** - Be it resolved: The banks listed below are hereby designated as depositories for the funds of this Board and that the individuals designated as authorized signatures have the authority to transact financial business of this Board within the accounts listed below. The Board reserves the right to amend this list of bank depositories and to delete any bank authorized signature or add any bank signature at the sole discretion of the Board.

<u>NAME OF BANK</u>	<u>ACCOUNT NAME & NUMBER</u>	<u>AUTHORIZED</u>
<u>SIGNATURES</u>		
Lakeland Bank	General Account # 645400629	Pres./V/ Pres, BA, Treas.
Lakeland Bank	Payroll Account # 645400726	Treasurer of School Monies
Lakeland Bank	Payroll Agency Account # 645400610	BA & Treasurer
Lakeland Bank	Bd. Office Petty Cash #645400653	BA
Lakeland Bank	Student Activity #645400661	HMS Prin. & Sect.
Lakeland Bank	Cafeteria #645400637	Pres./V/ Pres, BA,
Lakeland Bank	Unemployment #645400645	Pres./V/ Pres, BA,
Lakeland Bank	Wire Authority	BA
NJ/ARM	CD & INVESTMENT 244-00	BA

AND BE IT FURTHER RESOLVED that the Board Secretary be authorized to establish the following imprest petty cash fund accounts for the period from July 1st through June 30th during the 2011-2012 school year in accordance with N.J.S.A. 18A:4-15 and :19-13 and Title 6 of the N.J.A.C. 6:20-210 and North Haledon Board of Education Policy #6620.

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Board Office	\$200
High Mountain School	\$200
Memorial School	\$200

AND BE IT FURTHER RESOLVED to establish a maximum single Petty Cash expenditure amount of \$50.00 not to be exceeded without prior approval of the Board Secretary.

- 4) **Appointment of Official Newspapers** Be it resolved: That the Hawthorne Press is hereby designated as the official newspaper of the North Haledon Board of Education and be it further resolved: that the Gazette News, the Record, and the Herald News be designated as alternate newspapers.
- 5) **Special Counsel** - Be it resolved: That the Board of Education hereby appoints Porzio Bromberg & Newman as Special Counsel with respect to the matter involving North Haledon School District's withdrawal from the Manchester School District withdrawal and approves the Agreement for Professional legal services between Porzio Bromberg & Newman for the period from July 1, 2011 through June 30, 2012. All fees incurred with Porzio Bromberg & Newman shall be paid by the Borough of North Haledon. Be it further resolved that notice of the award of the above described contract for legal services shall be provided as required by N.J.S.A. 18A:18A-5a(1). Be it further resolved that this resolution and the Agreement shall be maintained on file and available for public inspection in the Board's office. Be it further resolved that the Board President and the Business Administrator/Board Secretary, as the attesting witness, are hereby authorized to sign the Agreement.

VOTE:

Ayes: 9
Nays: 0
Abstain: 0

Finance:

The Finance Committee recommends the following motions for approval by the Board.

Motion: Mr. Vaccaro

Second: Mrs. Foti

Be it resolved: Upon the recommendation of the Superintendent. The Board hereby approves motions

- 1) Adoption of the final 2011-2012 budget 2) Schedule of Tax Payments 3) Appointment of School Auditor 4) Educational Cooperative Pricing System 5) Fixed Asset Inventory Consultants 6) Bond Counsel 7) Burton Agency and Pooled Insurance Program 8) Policy Consultants 9) Tax Shelter Annuity Companies 10)

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Brown & Brown Advisors 11) Computer Solutions, Inc. 12) Student Activity Account 13) Passaic County Education Services Commission 14) Appointment of E-Rate Exchange 15) Approval of State Contracts

- 1) Be it Resolved: Upon the recommendation of the Superintendent the Board hereby the adoption of **2011-2012 budget** as follows:

General Fund	\$ 8,349,785
Special Revenue	\$ 201,536
Debt Service	<u>\$ 1,557,331</u>
Total	\$10,108.652

The Superintendent and Board Secretary be approved to implement the budget pursuant to policies and regulations of the State Board and Local Board for the 2011-2012 school year.

- 2) Be it resolved: Upon the recommendation of the Superintendent the Board hereby approves attached **schedule of tax payments** for the 2011-2012 school year and authorizes the Board Secretary to submit the schedule to the Mayor and Council of the Borough of North Haledon.
- 3) Be it resolved: That Lerch, Vinci & Higgins, has the experience and expertise to provide **auditing services** and Lerch, Vinci & Higgins has provided auditing Services to the satisfaction of the Board, so be it resolved that Lerch, Vinci & Higgins be approved by the North Haledon Board of Education as the auditing firm for the 2010-2011 school audit to be completed prior to October 31, 2011 at a professional fee of \$19,500 plus additional charges as per the terms and conditions of the agreement, for any added requirements of the Department of Education. Be it further resolved that this appointment is made without advertising for bids because the services rendered are professional services as defined by the statute and not subject to competitive bidding.
- 4) WHEREAS N.J.S.A. 40A:11-11 (5) authorizes contracting units to enter into Cooperative Pricing Agreements; and

WHEREAS the **Educational Services Commission** of Morris County as the "Lead Agency", has offered voluntary participation in a Cooperate Pricing System known as the "Educational Cooperative Pricing System" for the purchase of work, materials and supplies;

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WHEREAS, the North Haledon School District with the County of Passaic, New Jersey, desires to participate in the Educational Cooperative Pricing System.

Be it resolved: Upon the recommendation of the Superintendent, the Board hereby approves the agreement with the Educational Data Services, Inc. who shall advertise and receive bids from vendors for school supplies, equipment and other related goods and services for participating members of the said Cooperative Pricing System at the agreed upon pricing.

New Jersey Cooperative	through June 30, 2012	\$1,950.00
New Jersey Skilled Trades Cooperative	through March 31, 2010	\$1,950.00

- 5) Be it resolved: Upon the recommendation of the Superintendent, the Board hereby approves the appointment of Acclaim Inventory, LLC as **Fixed Asset inventory consultants** for the 2011-2012 school year in accordance with NJSA 18A: 18A-5 (the awarding of contracts for professional services) and P.L. 1999, c. 440 at a fee not to exceed \$2000.00.
- 6) Be it resolved: Upon the recommendation of the Superintendent, the Board hereby approves the appointment of McManimon & Scotland, L.L.C., Newark, New Jersey 07102 as **Bond Counsel**, for the 2010-2011 school year in accordance with NJSA 18A:18A-5.
- 7) Be it resolved: Upon the recommendation of the Superintendent, the Board hereby approves the appointment of **Burton Agency, Inc.** and the **Pooled Insurance Programs of New Jersey** as agents of record for the 2011-2012 school year in accordance with NJSA 18A:18A-5 (the awarding of contracts for professional services) and P.L. 1999, c.440.
- 8) Be it resolved: Upon the recommendation of the Superintendent, the Board hereby approves the approval of a continuation of the agreement with **Strauss Esmay** for the 2011-2012 school year for the fee of \$3,990 for policy maintenance services.
- 9) Be it resolved: Upon the recommendation of the Superintendent, the Board hereby approves the approval of the following tax shelter annuity companies for the 2011-2012 school year:

**AXA Equitable Equi-Vest
Oppenheimer Funds
AIG – Valic**

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- 10) Be it resolved: Upon the recommendation of the Superintendent, the Board hereby approves the appointment of **Brown & Brown Advisors** as the broker of record for the district Medical, Prescription and Dental insurance benefits.
- 11) Be it resolved: Upon the recommendation of the Superintendent, the Board hereby approves the agreement with **Computer Solutions Inc.** for software support for the Human Resources Module for the 2011-2012 school year for the fee of \$1,775.
- 12) Be it resolved: Upon the recommendation of the Superintendent, the Board hereby approves the establishment of the **Student Activity Account** as outlined in Board Policy No. 6660 for the 2011-2012 school year.
- 13) Be it resolved: Upon the recommendation of the Superintendent, the Board hereby approves the District's Membership in the **Passaic County Educational Services Commission** for the 2011-2012 school year.
- 14) Be it resolved: Upon the recommendation of the Superintendent, the Board hereby approves the approval of an agreement with **E-Rate Exchange** for the 2011-2012 school year for the fee of \$1,950 for services relating to the Universal Service Administrative Company/Schools and Libraries Division E-rate application process designed for eligible education entities to receive discounts and/or reimbursements for eligible telecommunication services and Internet access.

15) Approval of State Contracts

WHEREAS, N.J.S.A. 18A:18A-10 provides in relevant part that, "A Board of Education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefor, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property," and

WHEREAS, the North Haledon School District has the need on a timely basis, to procure goods and services utilizing state contracts, and

WHEREAS, the North Haledon Board of Education (sometimes "Board") desires to authorize its purchasing agent for the 2011-2012 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year.

NOW THEREFORE, BE IT RESOLVED, that the North Haledon Board of Education does hereby authorize the Board's purchasing agent to make purchases of goods and services pursuant to contracts entered into on behalf of the State by the Division of

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Purchase and Property. The Board's purchasing agent shall make known to the Board the vendor(s) and State Contract Number(s) utilized to purchased goods and/or services.

BE IT FURTHER RESOLVED that the North Haledon Board of Education shall ratify all purchases made by the Board's purchasing agent pursuant to state contracts by resolution to be adopted by the Board.

VOTE:

Ayes: 9
Nays: 0
Abstain: 0

Personnel:

The Personnel Committee recommends the following motions for approval by the Board. 1)

Compliance Officers

Motion: Mrs. Lampe

Second: Mrs. Contegiacomo

- 1) Be it resolved: That the following compliance officers are reappointed for the 2011-2012 School Year:

504 Compliance	Joanna Biederman
AHERA	Robert Manning
Integrated Pest Management Compliance Officer	Robert Manning
Right-to-Know	Robert Manning
Public Agency Contracts	Nancy Di Bartolo
Public Records (OPRA)	Nancy Di Bartolo
Bloodborne Pathogens	Lori Romeo

VOTE:

Ayes: 9
Nays: 0
Abstain: 0

Curriculum:

The Curriculum Committee recommends the following motions for approval by the Board.

- 1) Approval of Curriculum and textbooks 2) Attendance at NJSBA conference 3) 2011-2012 Tuition Rates 4) Approval of Contract with Essex Regional Educational Services**

Commission

Motion: Mrs. Antropow

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Second: Mrs. Contegiacomo

- 1) Be it resolved: Upon the recommendation of the superintendent the written curricula of the North Haledon School District, as they currently exist, and textbooks that are currently approved, are re-adopted and continue into the 2011-2012 school year.

- 2) **WHEREAS**, the New Jersey School Board Association Conference (hereinafter referred to as "NJSBAC") will be held on October 24, 2011 through October 26, 2011; and **WHEREAS**, the North Haledon Board of Education (hereinafter referred to as the "Board") has determined that Board member participation in the NJSBAC is directly related to and within the scope of Board members current responsibilities; and **WHEREAS**, the Board has determined that Board member participation in NJSBAC promotes the delivery of instruction and furthers the efficient operation of North Haledon School District; and **NOW THEREFORE, BE IT RESOLVED**, that the Board does hereby approve attendance at NJSBAC with expenses to be determined per state travel guidelines established by the Department of Treasury.

- 3) Be it resolved: Upon the recommendation of the superintendent the Board does hereby establish tuition rates for the 2011-2012 school year as follows:

<u>Grade</u>	<u>2011-2012 Tuition Rate</u>
Kindergarten	\$11,193
Grades 1-5	\$10,338
Grades 6-8	\$11,453

- 4) Be it resolved: Upon the recommendation of the superintendent the Board does hereby approve the agreement with Essex Regional Educational Services Commission (ERESC) for the 2011-2012 school year to provide auxiliary services to instruction and the necessary equipment, supplies, administration, and the supervision in providing 1) Compensatory Education 2) ESL 3) Home Instruction 4) Supplementary Instruction 5) Speech-Language and 6) Evaluation and Determination of Eligibility to the eligible nonpublic school students in accordance with N.J.S.A. 18A:4601 et seq. (Laws of 1977, Chpt 193), The ERESK will offer each nonpublic school serviced by this contract, subject to receipt of appropriate funding.

VOTE:

Ayes: 9
Nays: 0
Abstain: 0

Facilities & Services:

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The Facilities & Services Committee recommends the following motions for approval by the Board. 1) Approval of Coordinated Transportation Agreement PCESC. 2) Approval of Shared Services contract-Manchester Regional High School for Technology Services

Motion to **TABLE** Facilities & Services motion #2: Mrs. Foti

- 2) Approval of contract with the **Manchester Regional High School** for technology services for the 2011-2012 school year at a cost of \$45,856.00- **TABLED**

Second: Mr. Gorga

VOTE:

Ayes: 9

Nays: 0

Abstain: 0

Motion to approve Facilities & Services motion #1: Mr. Gorga

Second: Mrs. Antropow

- 1) Approval to continue Coordinated Transportation Agreement with the **Passaic County Educational Services Commission** for the 2011-2012 school year.

VOTE:

Ayes: 9

Nays: 0

Abstain: 0

Policy:

The Policy Committee recommends the following motions for approval by the Board.

Motion: Mrs. Lampe

Second: Mrs. Antropow

- 1) That all written policies, by-laws and rules/regulations in the official **Policy Manual** of the North Haledon School District be readopted for the period from the date of this Organization Meeting until the Organization Meeting in the next calendar year, unless modified upon the recommendation of the Superintendent.

VOTE:

Ayes: 9

Nays: 0

Abstain: 0

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PETITION OF CITIZENS

CLOSE THE FLOOR

MOTION: Mrs. Lampe

SECOND: Mr. Vaccaro

VOTE: Unanimous voice vote

Unfinished Business

ADJOURNMENT

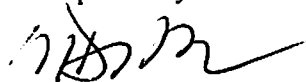
Motion: Mrs. Lampe

Second: Mrs. Foti

Time: 8:05pm

Vote: Unanimous voice vote

Respectfully Submitted,



Nancy Di Bartolo
Board Secretary