

**BOARD OF EDUCATION
BOROUGH OF NORTH HALEDON**

Regular Meeting

December 14, 2011

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CALL TO ORDER

TIME: 6:30PM

Flag Salute

Roll Call

Present: Mrs. Antropow, Mrs. Contegiacomo, Mr. Dudas, Mrs. Foti, Mr. Gorga, Mrs. Lampe, Mrs. Melone, Mr. Vaccaro, Mr. Jordan (arrived 7:15pm) Ms. Cardiello, Ms. Lordi, Esq., Mrs. Di Bartolo

Due to the late arrival of Mr. Jordan, Mr. Gorga (Vice President) presided over this evenings meeting.

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, Memorial and High Mountain Schools and mailed to The Hawthorne Press, on May 5, 2011, which has been designated as the Board's official newspaper. Notice was also filed with the Borough Clerk and will be sent to those persons requesting that such notice be mailed to them.

Presentation –DIETER P. LERCH, CPA, RMA, PSA - Managing Committee Partner, Lerch, Vinci, Higgins, LLP

Mr. Lerch presented the 2010-2011 North Haledon Board of Education Comprehensive Annual Financial Report to the Board.

Superintendent's Report

Business Administrator's Report

Finance

Investment report as of November 30, 2011
Total Governmental Funds \$1,789,851.58

Communications

All correspondence to the Board received during the month is on the attached list and has been distributed.

Sender

Mayor Randy George

Subject

Redevelopment Zone Study

Committee Reports

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Facilities & Services: Mr. Gorga – Mr. Smith sent a letter to the design team regarding the settlement. We have approximately \$200k in unexpended funds from the construction projects. The facilities committee is considering items that they would like to utilize the funds for to finish up both projects. Mr. Vaccaro took the opportunity to explain the delay in being able provide the final documentation required to receive the final project grant money from the Schools Development Authority.

Curriculum: Mrs. Antropow – The Curriculum committee met on 11/29 and 12/14. Topics discussed: Professional Development, NJASK analysis, A to Z learning, Home Economics Curriculum and school uniforms.

Finance: Mr. Vaccaro –No report except for items covered in the audit. Mr. Vaccaro closed his report with positive comments to the Business Administrator and the Superintendent in relation the clean audit received for the 2010-2011 school year.

Personnel: Mrs. Lampe –No report except Mrs. Lampe asked if the funds were available for the Personnel appointments. The Business Administrator responded that they were.

Policy: Mrs. Lampe – No report.

Public Relations: Mrs. Melone – No report

Technology: Mrs. Foti-No report

Negotiations: Mrs. Contegiacomo explained that the committee met with the association to set ground rules and that the next session is scheduled for February 2, 2012

Representative's Reports

Board of Recreation: Mr. Dudas – No report

Borough Council: Mrs. Lampe – No report

Planning Board: Mr. Vaccaro - No report

PCSBA/NJSBA: Mrs. Melone explained that she attended the delegate's assembly on November 19, 2011 and the policy changes presented were adopted.

P.C. Educational Service Commission: Miss Cardiello- No report

Accept Reports

Motion: Mrs. Lampe

Second: Mrs. Contegiacomo

Be it resolved: That the Superintendent's, Business Administrator's, Committee and Representatives reports be accepted.

Vote: All in favor

Petition of Citizens

Motion to Open the Floor: Mrs. Lampe

Second: Mrs. Contegiacomo

Vote: All in favor

Motion to Close the Floor: Mrs. Lampe

Second: Mr. Dudas

Vote: All in favor

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New Business

Finance:

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

Be it resolved: Upon the recommendation of the Superintendent, the Board hereby approves motions 1).

District Claims 2) Approval of the December 2011 payroll 3). Financial Reports 4) Transfers 5)

Approval and acceptance of the 2010-2011 Comprehensive Annual Financial Report 6) Approve the

attached Corrective Action Plan 7) Appointment of Wilentz, Goldman and Spitzer for the period of

January 1, 2012 – June 30, 2012. 8) Additional Education Jobs Fund Entitlement

Motion: Mr. Vaccaro

Second: Mrs. Contegiacomo

Vote:

Ayes: 9 Nays: 0

Abstentions: Mrs. Melone and Mrs. Foti (Check #3478)

1). District Claims

Be it resolved: That the attached list of claims in the amount of \$1,212,213.41 be approved for payment immediately or as funds of this Board become available. This list includes the following payments per fund \$1,087,918.08-General Fund, \$1,953.30 Education Jobs Fund \$28,986.24-Cafeteria Fund, \$93,355.79-Special Revenue Fund

2) Approval of the December 2011 payroll

Be it resolved: The Board approves the December 2011 payroll in the amount of \$570,060.93 having been duly audited by the business administrator and previously paid.

3). Financial Reports

Be it resolved: That the Board Secretary and Treasurer of School Monies reports for November 2011 be received as per copies distributed to each member and their totals spread in the minutes. Included within the Secretary's report is the budgetary account status and pursuant to N.J.A.C. 6A:23A-16.10(c)3 which requires certification from the Business Administrator that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(a), the Business Administrator so certifies, and be it further resolved: the Board hereby certifies that, after review of the Secretary's monthly financial report for November 2011, to the best of its knowledge, no major accounts or funds have been over expended in violation of N.J.A.C.6A:23A-16.10(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

4) Transfers

Be it resolved: Upon the recommendation of the Superintendent, the Board hereby approves the attached list of transfers for the month of November 2011 in the amount of \$40,250.00.

5) Approval and acceptance of the 2010-2011 Comprehensive Annual Financial Report

Be it resolved: Upon the recommendation of the Superintendent, the Board hereby approves and accepts the 2010-2011 Comprehensive Annual Financial Report (Audit) prepared by Lerch, Vinci & Higgins, LLP, as presented, including the recommendations set forth in the report as follows:

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VIII. Facilities and Capital Assets.

It is recommended that continued efforts be made to collect the outstanding capital projects state aid receivable from the SDA.

6) Approve the attached Corrective Action Plan

Be it resolved: Upon the recommendation of the Superintendent, the Board hereby approves the attached Corrective Action Plan in response to the recommendations listed in the 2010-2011 CAFR (Audit).

VIII. Facilities and Capital Assets.

It is recommended that continued efforts be made to collect the outstanding capital projects state aid receivable from the SDA.

Corrective Action:

Business Administrator has obtained certificates and documents from responsible parties and completed required documentation to ensure High Mountain School Project completion. All documentation has been overnighted on November 28, 2011 to the Schools Development Authority. The Business Administrator has confirmed receipt of the package with the SDA Grant Specialist at the SDA. The Business Administrator will continue to communicate with SDA Grant Specialist in order to ensure all required documents have been received and accounted for and to secure capital projects state aid receivable.

7) Appointment of Wilentz, Goldman and Spitzer for the month of January 2012.

Be it resolved: Upon the recommendation of the Superintendent, the Board hereby appoints Wilentz, Goldman and Spitzer, P.A. as Board Attorney for the period of January 1, 2012 – June 30, 2012.

8) Additional Education Jobs Fund Entitlement

Be it resolved: Upon the recommendation of the Superintendent, the Board hereby accepts the additional entitlement funding of the Education Jobs Fund in the amount of \$558.00 for a total of \$18,369.00 to be utilized for salary expenses for the 2011-2012 school year for Lisa Josephs.

Personnel:

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

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

1) Substitute Teachers 2) Appointment of Bus Driver/custodian 3) Appointment of Part-time custodian. 4) Approval of Stipends 5). Enrichment Program

Motion: Mrs. Lampe

Second: Mrs. Contegiacomo

Vote:

Ayes: 9 Nays: 0 Abstentions: 0

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1) Substitute Teachers

Be it resolved: Upon the recommendation of the Superintendent, the Board hereby approves the attached list as substitute teachers at the rate fixed by policy.

2) Appointment of Bus Driver/Custodian

Be it resolved: Upon the recommendation of the Superintendent, the Board hereby appoints Musteba Toska as Full-time Bus Driver/Custodian effective January 1, 2012 through June 30, 2012 at an annual prorated salary of \$38,615 per the negotiated agreement.

3) Appointment of Part-time Custodian

Be it resolved: Upon the recommendation of the Superintendent, the Board hereby appoints Diane DelVecchio as a part-time custodian working 20 hours weekly, beginning January 1, 2011 through June 30, 2012. Ms. DelVecchio shall be paid an hourly rate of \$10.25 not to exceed \$5000, no benefit coverage, for the 2011-2012 school year.

4) Stipends 2011-2012

Be it resolved: Upon the recommendation of the Superintendent, the Board hereby approves The following stipends for the 2011-2012 school year.

Christopher Tinari	Volleyball Club	\$410.00
Margaret Peschel	Team Leader – Kindergarten	\$300.00
Nina Bradford	Team Leader – Grade 1	\$300.00
Renee Weinstein	Team Leader – Grade 2	\$300.00
Christina Rough	Team Leader – Grade 3	\$300.00
Mary Ann Jones	Team Leader – Grade 4	\$300.00
Dayana Bilbao	Lunchroom	\$837.00
Christina Blashford	Lunchroom	\$589.00
Nancy Caruso	Lunchroom	\$620.00
Jennifer Cirello	Lunchroom	\$387.50
Laura Coscia	Lunchroom	\$573.50
Wendy DeStaso	Lunchroom	\$573.50
Tara Doll	Lunchroom	\$775.00
Stacey Dougherty	Lunchroom	\$403.00
Carole Gorga	Lunchroom	\$837.00
Donna Hastie	Lunchroom	\$589.00
Linda Khoyan	Lunchroom	\$635.50
Carrie Lombardi	Lunchroom	\$666.50
Stephanie Macalle	Lunchroom	\$232.50
Daniel O'Marra	Lunchroom	\$558.00
Margaret Peschel	Lunchroom	\$201.50
Krista Reilly	Lunchroom	\$790.50
Christina Rough	Lunchroom	\$620.00
Kristina Stipelcovich	Lunchroom	\$434.00
Kimberly Tanis	Lunchroom	\$651.00
Christopher Tinari	Lunchroom	\$573.50
Dana Tinari	Lunchroom	\$775.00
Robert Topolski	Lunchroom	\$15.50
Renee Weinstein	Lunchroom	\$387.50

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5). Enrichment Program

Be it resolved: Upon the recommendation of the Superintendent, the Board hereby approves the following stipends for the first session of the Enrichment Program to be held before/after school at Memorial and High Mountain School.

Mr. Onove – Introduction to Latin	\$270.00
Mrs. Pagano – Chess	\$270.00
Ms. Dooner – Introduction to Knitting	\$270.00
Ms. Dooner – My Family Tree	\$270.00
Ms. Lombardi – Literature Circle	\$270.00
Ms. Reilly – Technological Tools for Research/Presentations	\$270.00
Ms. Macalle– Memorial School Newspaper	\$270.00
Mrs. Gabriele– Memorial School Newspaper	\$270.00

Policy:

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

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

1). Minutes

Motion: Mrs. Lampe

Second: Mrs. Antropow

Vote:

Ayes: 9 Nays: 0 Abstentions: 0

Be it resolved: The minutes listed below are approved as per copies distributed to each Board Member:

Regular Meeting November 16, 2011 Private November 16, 2011

Curriculum:

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

1). Travel and Related Expenses 2). Student Teachers 3). Professional Development 4). Home Economics Curriculum 5). Enrichment Session One

Motion: Mrs. Antropow

Second: Mr. Vaccaro

Vote:

Ayes: 9 Nays: 0 Abstentions: 0

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

1). Travel and Related Expenses

Approve reimbursement and expenses, previously approved by the Superintendent for the following staff training, workshops, conventions, conferences and/or seminars as they are directly related to and within the scope of 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	Fee*	Estimated Lodging & M&IE
1/6/2012	Tara Doll	Keeping Students Actively Engaged	Parsippany, NJ	229.00	\$8.65
1/26/12	Andrea Finkelstein	Practical Strategies for Improving Effectiveness	Newark, NJ	229.00	TBD
1/26 & 1/27/2012	Donna Cardiello	Techspo	Atlantic, NJ	\$369.00	\$109.00 Lodging \$79.84 Mileage \$10.00 Tolls \$99 Meals & Incidentals
1/11/11	Roseanne Taormina	Co-Teaching that Works	Newark, NJ	225.00	TBD
* Plus Mileage and Tolls if Applicable					

2) Student Teachers

Be it resolved: Upon the recommendation of the Superintendent, the Board hereby approves Victoria Faber as a Student Teacher from January 23, 2012 through May 4, 2012. Ms. Faber is from Ramapo College and will work under the supervision of Ms. Christina Rough as her Cooperating Teacher.

Be it resolved: Upon the recommendation of the Superintendent, the Board hereby approves Blake Visconti as a Student Teacher from January 18, 2012 through May 10, 2012. Ms. Visconti is from William Paterson University and will work under the supervision of Ms. Mary Ann Jones as her Cooperating Teacher.

Be it resolved: Upon the recommendation of the Superintendent, the Board hereby approves Jennifer Costello as a Student Teacher from January 18, 2012 through May 10, 2012. Ms. Visconti is from William Paterson University and will work under the supervision of Ms. Wendy DeStaso as her Cooperating Teacher.

Be it resolved: Upon the recommendation of the Superintendent, the Board hereby approves Samantha DiMeglio from Scranton University for Elementary Observations for approximately three days during the time period of January 3, 2012 through January 27, 2012. Ms. DiMeglio will be performing observations with Annika Ahlstrom, Mary VanHorn, Renee Weinstein, Krista Reilly and Dana Tinari.

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3). Professional Development

Be it resolved: Upon the recommendation of the Superintendent, the Board hereby approves a one day in-service training on "Differentiated Instruction" presented by Marie Miller of Lit Life, Inc. for a fee not to exceed \$1,750.00. Ms. Miller will be presenting a full day in-service to the professional staff and an evening presentation for the parents on Monday, January 16, 2012.

4). Revised Home Economics Curriculum

Be it resolved: Upon the recommendation of the Superintendent, the Board hereby approves the revised Home Economics Curriculum, which reflect the updated NJCCCS.

5). Enrichment Program – Session One

Be it resolved: Upon the recommendation of the Superintendent, the Board hereby approves Session One of the before/afterschool Enrichment Program for Memorial and High Mountain School. The program will run for 6 weeks beginning January 16, 2012.

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 NORTH HALEDON BOARD OF EDUCATION THAT:

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

PRIVATE SESSION

Motion: Mr. Gorga

Second: Mrs. Contegiacomo

Time: 7:38pm

Vote:

Ayes:	9	Nays:	0	Abstentions:	0
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Re-open Public Meeting

Motion: Mrs. Lampe

Second: Mrs. Contegiacomo

Time: 8:20pm

Vote:

Ayes:	9	Nays:	0	Abstentions:	0
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Unfinished Business

Mr. Vaccaro asked if our Legal Counsel would provide updates as they pertain to school law and policy changes. Ms. Lordi said that she would be happy to do so.

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ADJOURNMENT

Motion: Mrs. Lampe

Second: Mrs. Contegiacomo

Time: 8:25pm

Vote: Ayes: 9

Nays: 0

Abstentions: 0

Respectfully Submitted,



Nancy Di Bartolo
Board Secretary