

AGENDA

NORTH HALEDON BOARD OF EDUCATION -WORKSHOP MEETING

March 14, 2018

6:00 PM

I. Call to Order by President Griffo

II. Pledge of Allegiance

III. Roll Call

IV. Open Public Meeting Notice

The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies, at which any business affecting their interests is discussed or acted upon. The notice requirements of the "Open Public Meetings Act" of the State of New Jersey have been satisfied by the inclusion of the date, time, place and purpose of this Workshop/Action Meeting in a legal advertisement in the Hawthorne Press (January 18, 2018), The Record (January 12, 2018) and The Star Ledger (January 20, 2018) with copies posted at the North Haledon Municipal Building, Memorial and High Mountain Schools. The Notice was also filed with the Borough Clerk of North Haledon, posted on the District's website and sent to those requesting that such a notice be mailed to them.

V. Review of Preliminary 2018-2019 Budget

VI. Approval of Minutes

BE IT RESOLVED that the Board of Education approves the minutes from the Board Ethics Training held on February 6, 2018 and the Regular Meeting and Executive Meeting held on February 21, 2018.

VII. Correspondence

VIII. Superintendent's Report

A. Enrollment

- Memorial -
- HMS -

B. Student Attendance

C. HIB Report

IX. Presentations

X. Representative's Report

Committee	Members	Reports
Board of Recreation	Ms. Manning	
Borough Council	Ms. Leto	

Planning Board	Ms. LaCognata	
PCSBA/NJSBA	Ms. DeNova	
N.R.E.S.C.	Ms. DeNova	

XI. Petitions of Citizens on Agenda Items Only

- A. Motion to Open the Floor
- B. Motion to Close the Floor

XII. Finance

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board of Education hereby approves motions: A) Approval of District Claims; B) Approval of Transfer of Funds for February 28, 2018; C) Acceptance of Monthly Financial Reports for February 28, 2018; D) Approval of 2018-2019 North Haledon School District Budget; E) Approval of Maximum Travel Expenditure; F) Approval of Superintendent Merit Goals

A. Approval of District Claims

Resolved that upon the recommendation of the Superintendent and the Business Administrator, the Board of Education approves the attached lists of claims for March in the total amount of \$ xxxxxxx be approved for payment, as follows:

- i. General Operating Fund (Funds 10,11&12) \$ xxx,xxxxxx
- ii. Special Revenue Fund (Fund 20) \$ xxxxxxxx
- iii. Capital Projects Fund (Fund 30) \$ x.xx
- iv. Debt Service Fund (Fund 40) \$ x.xx
- v. Enterprise Fund (Fund 60) \$ xx,xxxxx

B. Approval of Transfer of Funds for February 28, 2018

Resolve that upon the recommendation of the Superintendent and the Business Administrator, the Board of Education approves the transfer of funds in accordance with the attached list of adjustments for the month of February 28, 2018. The Board also authorizes the Superintendent to make interim transfers and report them at the next Board Meeting.

C. Acceptance of Monthly Financial Reports for February 28, 2018

Resolve that upon the recommendation of the Superintendent and the Business Administrator, the Board of Education accepts the Board Secretary's and Treasurer's Reports for the month ending February 28, 2018 and has determined that they are in agreement; Furthermore, resolved that, the Board of Education acknowledges receipt of the Board Secretary's certification, as noted below:

Pursuant to N.J.A.C.6A-16.10(c)3 and 4, I certify that as of February 28, 2018, no budgetary line item account has obligations and payments which in total exceed the amount appropriated by the North Haledon School District Board of Education, pursuant to N.J.A.C. 18A 22-8 and 18A 22-8.1

Furthermore resolve that pursuant to N.J.A.C. 6A 23A-16.10(c), the Board of Education certifies that as of February 28, 2018, after the review of the Board Secretary's monthly financial report, appropriation section, and upon consultation with appropriate district officials, and to the best of our knowledge no major account fund has been over-expended in violation of N.J.A.C. 6A 23A-16.10(b), that sufficient funds are available to meet the district's financial obligations for the remainder of the school year and that in accordance P.L.2004 Ch.73, budgetary transfers cumulatively in excess of 10% that require the approval of the Commissioner of Education are listed below and the required approval by the Executive County Superintendent of Schools has been requested above.

D. Approval of 2018-2019 North Haledon School District Budget

BE IT RESOLVED, upon the recommendation of the Superintendent and the Business Administrator, that the Board hereby approves the proposed North Haledon School District Budget for the 2018-19 school year as follows:

GENERAL EXPENSE BUDGET	\$	xxxxxxx.00
SPECIAL REVENUE BUDGET	\$	xxxxxxx.00
DEBT SERVICE BUDGET	\$	xxxxxxxxx.00
TOTAL		\$ xxxxxxxxxxx.00; and

BE IT FURTHER RESOLVED, the revenue required for this budget shall include:

GENERAL FUND TAX LEVY	\$	x,xxxxxxxx00
DEBT SERVICE TAX LEVY	\$	xxxxxxxxx.00; and

BE IT FURTHER RESOLVED, that the Board authorizes the Business Administrator, to submit the proposed budget to the Executive County Superintendent of Schools, in the form prescribed by the New Jersey Department of Education, for review and approval, and that upon said approval, the Business Administrator shall cause the budget to be advertised and posted as required by statute and code, in preparation for the Public Hearing on the proposed 2018-19 Budget, to be held at the regular meeting of the North Haledon Board of Education on April 25, 2018 at 7:00 pm, in the Cafeteria of Memorial School.

E. Approval of Maximum Travel Expenditure

WHEREAS, the North Haledon School District Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms;

now THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$ 00,000 for all staff and board members.

F. Approval of Superintendent Merit Goals

Resolve that upon the recommendation of the Business Administrator, the Board of Education approves the attached superintendent's merit goals for the 2017-2018 school year. The goals must be submitted to the Executive County Superintendent of Schools for approval.

XIII. Personnel

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board of Education hereby approves motions: A) Approval of Substitute Teachers; B) Approval of Home Instruction Speech Therapy; C) Approval of Home Bound Instruction; D) Approval of Master of Arts in Educational Leadership (MAEL) Administrative Internship Agreement; E) Approval of Maternity Leave; F) Approval of Home Instruction; G) Approval of Part-Time Instructional Aide

A. Approval of Substitute List

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the attached list of substitutes for the 2017-2018 School Year.

B. Approval of Home Instruction Speech Therapy

Resolve that upon the recommendation of the Superintendent, the Board of Education approves Home Instruction Speech Therapy for Student ID#1610 by Jessica VanDyke, for two (2) hours per week beginning on February 27, 2018 through June 30, 2018 at \$95.00 per hour.

C. Approval of Home Instruction

Resolve that upon the recommendation of the Superintendent, the Board of Education approves Home Instruction for Student #1610 by AnnMarie Murphy, for ten (10) hours per week for School Year 2017-2018 at \$50.00 per hour.

D. Approval of Master of Arts in Educational Leadership (MAEL) Administrative Internship Agreement

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the Master of Arts in Educational Leadership (MAEL) Administrative Internship Agreement between Corrie Bouma, a MAEL candidate from Ramapo College and North Haledon School District. Ms. Bouma will complete a 300-hour field based internship at High Mountain School starting Spring Semester 2018 through Spring Semester 2019. Ms. Michele Mazzola will act as Administrative Internship Mentor for Ms. Bouma.

E. Approval of Maternity Leave

Resolve that upon the recommendation of the Superintendent, the Board of Education approves maternity leave for Kristina Meyers ("Meyers"). Meyers will be granted a paid leave of absence using accumulated sick time from April 19, 2018 through and including May 18, 2018, in connection with the anticipated birth date of her child on April 21, 2018. During this period, Meyers will use 21.5 accumulated sick days.

Be it further resolved at the end of her presumptive period of disability, Meyers shall be granted a 12 week child-rearing leave of absence under the Family Medical Leave Act and NJ Family Leave Act which shall extend from May 21, 2018 through October 19, 2018. This leave shall be provided without pay.

Be it further resolved that Meyer's anticipated return to work day shall be October 22, 2018.

F. Approval of Home Instruction

Resolve that upon the recommendation of the Superintendent, the Board of Education approves Home Instruction for Student #1662 by Kim Tanis, for five and a half (5.5) hours per week and Daniel O'Nove, for four and a half (4.5) hours per week starting February 28, 2018 at \$50.00 per hour.

G. Approval of Part-Time Instructional Aide

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the appointment of Ms. Amanda Dougherty, Part-Time Instructional Aide at a rate of \$16.81 per hour not to exceed 25 hours per week and starting on or about March 19, 2018 for the 2017-2018 School Year.

XIV. Policy**XV. Facilities & Services**

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motion: A)
Approval of District Facilities Use

A. Approval of District Facilities Use

Resolve that upon the recommendation of the Superintendent, the Board of Education hereby approves the following use of district facilities subject to non-conflicting events.

<u>Organization</u>	<u>Day</u>	<u>Times</u>	<u>Location</u>	<u>Purpose</u>
Borough of North Haledon	April 4, 2018	6:30-10:00pm	HMS - Multi Purpose Room	Public Meeting on Proposed Amendment to Redevelopment Plan
North Haledon School District	March 26, 2018	6:00-7:00pm	Memorial - Library	PARCC University- Parent Informational Session
PTO	3/14/18, 3/15, 3/21, 3/22, 3/28, 3/29, 4/11, 4/12, 4/18, 4/19, 4/25, 4/26, 5/2, 5/3, 5/9, 5/10, 5/16, 5/17, 5/23, 5/24	3:00-4:30pm	HMS - Science Lab	STEM Club
B&G Club of Hawthorne	March 14, 2018	6:00-7:30pm	HMS - Cafeteria	Cooking Club: K-4th Grade

XVI. Curriculum

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motion: A) Approval of Additional Math Literacy Skills (MLS) K-4 Curriculum; B) Approval of Travel, Conference, Workshops & Related Expenses; C) Approval of Services

A. Approval of Additional Math Literacy Skills (MLS) K-4 Curriculum

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the additional Math Literacy Skills Curriculum for grade level K-4.

B. Approval of Travel, Conference, Workshops & Related Expenses

Resolve that upon the recommendation of the Superintendent, the Board of Education approves reimbursement and expenses previously approved by the Superintendent for the following staff development, training, workshops, conferences and/or seminars as they are directly related to and within the scope of the participant's duties and are critical to the instructional needs and/or efficient operation of the district. The travel expenses are justified and within the guidelines established by the New Jersey Department of Education accountability regulations.

<u>Date</u>	<u>Participant</u>	<u>Workshop</u>	<u>Location</u>	<u>Fee</u>	<u>Sub Needed</u>	<u>Other Costs</u>
3/1/2018	Antonella Lind, Michele Mazzola, Fernando Hache	PARCC Training	Whippany, NJ	No Cost	No	Mileage & Tolls

4/19/2018	Melissa Tait, John Maguire	Eastern DataComm - Safety & Security	Summit, NJ	No Cost	No	Mileage & Tolls
3/22/2018	Melissa Tait, John Maguire	Bergen Country School Safety & Security	Maywood, NJ	No Cost	No	Mileage & Tolls
4/27/2018	John Mcguire	Utilizing Technology to Achieve Sustainability in School	Union, NJ	No Cost	No	Mileage & Tolls

C. Approval of Services

Resolve that upon the recommendation of the Superintendent, the Board of Education approves Platt Psychiatric Associates to perform student evaluation services for Student ID#1662 in the amount of \$750.00.

XVII. Petition of Citizens

Members of the public may speak once for a maximum period of three minutes by the clock during this portion of the meeting. The public may speak on any topic during their five minutes. If a member of the public raises a question, all questions should be directed to the Board President. Depending on the nature and complexity of the question, it may or may not be answered during the meeting and, if so, only after the member of the public has completed their comments or reached their allotted time. We also recognize that everyone has the freedom to speak but advise you that anything said in public may have legal ramifications. There is no protection regarding statements made by the public. Please state your name, address, and if applicable, group affiliation and sign in before you begin.

- A. Motion to Open the Floor
- B. Motion to Close the Floor

XVIII. Old Business

XIX. New Business

XX. Future Meeting and Important Dates

March 28, 2018	Regular Meeting	7:00pm
April 11, 2018	Workshop Meeting	7:00pm
April 25, 2018	Regular Meeting	7:00pm
May 9, 2018	Workshop Meeting	7:00pm

XXI. Executive Session

WHEREAS C231, P.L. 1975, also known as the Open Public Meetings Act, authorizes a public body to meet in executive or private sessions 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 as executive or private session;

THEREFORE, BE IT RESOLVED BY THE NORTH HALEDON BOARD OF EDUCATION that:

1) The Board has determined that it is necessary to meet in Executive Session on March 14, 2018 at ____ p.m. to discuss:

1. matters considered confidential by federal law, state statute or court rule;
2. matters which would impair the receipt of federal funds;
3. matters which constitutes an unwarranted invasion of individual privacy;
4. matters related to collective bargaining agreements;
5. matters involving the purchase, lease or acquisition of real property;
6. matters involving the setting of bank rates or investment of public funds where disclosure would harm public interest.
7. tactics and techniques used in protecting the safety and property of the public;
8. matters of pending litigation or items falling within attorney-client privilege;
9. personnel matters related to employment, unless the individuals involved have requested in writing that the matters be discussed in public.
10. matters that may result in a fine or loss of license or permit.

2) The Board will make public the matter(s) discussed if and when confidentially in no longer required.

3) The Board will take action pursuant to said discussion at a public meeting.

XXII. Adjournment

The meeting adjourned at ____p.m.