

AGENDA

NORTH HALEDON BOARD OF EDUCATION WORKSHOP MEETING

May 9, 2018

7:00 PM

I. **Call to Order by President Griffo**

II. **Pledge of Allegiance**

III. **Roll Call**

Also present: Mr. Nicholas Coffaro, Superintendent of Schools

Ms. Debra Andreniuk, Business Administrator/Board Secretary

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 noticed be mailed to them.

V. **Approval of Minutes**

BE IT RESOLVED that the Board of Education approves the minutes from the Regular Meeting and Executive Sessions held on April 25, 2018. ([Budget Hearing Meeting Minutes-April 25, 2018.pdf \(Attached\)](#)), ([First Executive Session-April 25, 2018.pdf \(Attached\)](#)), ([Second Executive Session-April 25, 2018.pdf \(Attached\)](#))

VI. **Correspondence**

VII. **Superintendent's Report**

A. Enrollment

- Memorial-
- HMS-
- Total in district-

B. HIB Report

April 2018 Report

VIII. **Presentations**

A. **Outsourcing of Custodial Staff**

Bill Gerichter, President, Edvocate Inc and Michael Rinderknecht, Business Administrator/Board Secretary, Glen Rock Public Schools

B. i Steam

Lucy DeNova and Jess Leto

IX. 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	

X. Petitions of Citizens on Agenda Items Only

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

XI. 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 April 30, 2018; C) Acceptance of Monthly Financial Reports for April 30, 2018; D) Approval of NJSIG North Jersey Educational Insurance Fund Indemnity and Trust Agreement Renewal

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 April in the total amount of \$ xxxxxxxx be approved for payment, as follows:

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

B. Approval of Transfer of Funds for April 30, 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 April 30, 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 April 30, 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 April 30, 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 April 30, 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 April 30, 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 NJSIG North Jersey Educational Insurance Fund Indemnity and Trust Agreement Renewal

WHEREAS, N.J.S.A. 18A:18B-1, et seq., enables boards of education to join with other boards of education in school board insurance trusts for the purpose of forming self-insurance pools;

WHEREAS, the New Jersey Schools Insurance Group (“NJSIG”) is a joint insurance fund authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members;

WHEREAS, the North Haledon Board of Education, herein after referred to as the “Educational Institution,” has resolved to apply for and/or renew its membership with NJSIG;

WHEREAS, the Educational Institution certifies that it has not defaulted on a claim, and has not been cancelled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to NJSIG;

WHEREAS, the Educational Institution desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and,

WHEREAS, the Educational Institution finds that the best and most efficient way of securing this protection and services is by cooperating with other boards of education in the State of New Jersey.

NOW THEREFORE, BE IT RESOLVED, THAT:

1. This agreement is made by and between NJSIG and the Educational Institution;
2. The Educational Institution joins with other boards of education in organizing and becoming members of NJSIG pursuant to N.J.S.A. 18A:18B-3(a), for a period of three years, beginning on July 1, 2018, and ending July 1, 2021 at 12:01 a.m.;
3. In consideration of membership in NJSIG, the Educational Institution agrees that for those types of coverage in which it participates, the Educational Institution shall jointly and severally assume and discharge the liabilities of each and every member of NJSIG to such agreement arising from their participation in NJSIG. By execution hereof the full faith and credit of the Educational Institution is pledged to the punctual payment of any sums which shall become due to NJSIG in accordance with the bylaws thereof, the plan of risk management, this Agreement and any applicable statute or regulation;
4. The Educational Institution and NJSIG agree that NJSIG shall hold all monies paid by the Educational Institution to NJSIG as fiduciaries for the benefit of NJSIG claimants all in accordance with applicable statutes and/or regulations;
5. NJSIG shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A:18B-1, et seq. and such other statutes and regulations as may be applicable;
6. By adoption and signing of this resolution, the Educational Institution is hereby joining NJSIG in accordance with the terms of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership, effective the date indicated below, for the types of insurance as indicated in the Insurance Binder issued by NJSIG;
7. The Educational Institution hereby ratifies and affirms the bylaws and other organizational and operational documents of NJSIG, and as from time to time amended by NJSIG and/or the State of New Jersey, Department of Banking and Insurance, in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith;
8. The Educational Institution agrees to be a participating member of NJSIG for the period herein provided

- for and to comply with all of the rules and regulations and obligations associated with said membership, including, but not limited to the NJSIG's Plan of Risk Management;
9. The Educational Institution under its obligations as a member of NJSIG agrees to allow for safety inspections of its properties, to pay contributions in a timely fashion and to comply with the bylaws and standards of participation of NJSIG including the plan of risk management;
 10. If NJSIG, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the Educational Institution agrees to reimburse NJSIG for all such reasonable expenses, fees and costs on demand;
 11. The Business Administrator is hereby authorized in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq., to execute such contracts and documentation with NJSIG as is necessary to effectuate this resolution; and,
 12. The Business Administrator is directed to send a certified copy of this Indemnity and Trust Agreement and Resolution to Renew Membership to NJSIG.

XII. Personnel

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board of Education hereby approves motions: A) Approval of Substitute List; B) Approval of Medical Leave; C) Acceptance of Retirement; D) Acceptance of Resignation; E) Amendment of Maternity Leave; F) Approval of Termination; G) Approval of Enrollment of Child of Non-Resident Staff

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. ([Substitute List - May 2018.pdf \(Attached\)](#))

B. Approval of Medical Leave

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the medical leave of Joshua Schneider effective April 27, 2018 through May 17, 2018 due to a serious health condition. This leave shall be with pay and with a continuation of medical benefits, utilizing 15.5 sick days. ([Medical Letter - Schneider.pdf \(Attached\)](#))

C. Acceptance of Retirement

Resolve that upon the recommendation of the Superintendent, the Board of Education accepts the retirement of Joshua Schneider effective June 1, 2018. ([Retirement - Schneider.pdf \(Attached\)](#))

D. Acceptance of Resignation

Resolve that upon the recommendation of the Superintendent, the Board of Education accepts the resignation of Janice Galiano effective June 30, 2018. ([Resignation Letter - Galiano.pdf \(Attached\)](#))

E. Amendment of Maternity Leave

Resolve that upon the recommendation of the Superintendent, the Board of Education amends maternity leave for Kristina Meyers ("Meyers"). Meyers will be granted a paid leave of absence using accumulated sick time from April 11, 2018 through and including May 10, 2018, in connection with the birth date of her child on April 26, 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 child-rearing leave of absence under the Family Medical Leave Act and NJ Family Leave Act which shall extend from May 10, 2018 through October 24, 2018. This leave shall be provided without pay.

Be it further resolved that Meyer's anticipated return to work day shall be October 25, 2018.

F. Approval of Termination

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the termination of part-time non-instructional aide, Rosa Nativo effective April 26, 2018.

G. Approval of Enrollment of Child of Non-Resident Staff

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the enrollment of a non-resident child of staff member, Mr. Ron Pokryska, into Kindergarten for the 2018-2019 School Year.

XIII. Policy

XIV. 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>
B&G Club of Hawthorne	6/6/18	6:00-7:30pm	HMS - Cafeteria	STEM Program K-4th Gr.
B&G Club of Hawthorne	6/7/18	6:00-7:30pm	HMS - Cafeteria	STEM Program 5-8th Gr.

XV. Curriculum

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motion:

A) Approval of Field Trip

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Resolve that upon the recommendation of the Superintendent, the Board of Education approves the following field trip as noted below:

<u>Grade</u>	<u>Location</u>	<u>Fee</u>
Grade 6	Buehler Challenger and Science Center, Paramus, New Jersey	\$32.00 collected per student

XVI. 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

XVII. Old Business

None

XVIII New Business**XIX. Future Meeting and Important Dates**

May 22, 2018	Regular Meeting	7:00pm
June 13, 2018	Workshop Meeting	7:00pm
June 27, 2018	Regular Meeting	7:00pm
July 18, 2018	Regular Meeting	7:00pm

XX. 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 May 9, 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.

XXI. Adjournment

The meeting adjourned at