

**BOARD OF EDUCATION
BOROUGH OF NORTH HALEDON**
Memorial Elementary School: 201 Squaw Brook Road North Haledon, New Jersey

Minutes

Regular Meeting of the Board of the Education

Wednesday, July 26, 2017

Ten members of the public were present. President Griffo called the meeting to order at 7:00 p.m. with the Flag Salute and Roll Call.

Roll Call Present: Dr. C. Badami, Mr. L. Colli, Ms. L. DeNova, Mr. A. Griffo, Ms. H. LaCognata, Ms. M. Manning, Mr. J. Mannino, and Mr. P. Ten Kate.

Absent: Ms. M. Melone.

Also present were the Superintendent of Schools, Mr. N. Coffaro and Board Secretary, Ms. K. Slunt.

Open Public Meeting Notice

President Griffo read the Open Public Meeting Notice, noted below:

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. In accordance with the Open Meetings Law, the public notice of this meeting, which included time, date and location, was posted at the North Haledon Municipal Building, Memorial and High Mountain Schools, e-mailed to the Hawthorne Press, the Board's official newspaper, and e-mailed to The Record and Star Ledger, alternative newspapers, on January 10, 2017. The Notice was also filed with the Borough Clerk, posted on the District's website and sent to those requesting that such a notice be mailed to them.

Approval of Minutes

BE IT RESOLVED, that the Board of Education approves the minutes from the Regular and Executive Meetings held on June 14, 2017.

BE IT RESOLVED, that the Board of Education approves the minutes from the Regular and Executive Meetings held on June 28, 2017.

Ms. DeNova indicated that the minutes did not capture the discussion on the Superintendent's employment contract, requesting that June 28, 2017 be revised to capture the discussion. The Board agreed.

Motion: Ms. DeNova

Second: Ms. Manning

June 14, 2017 Minutes: The motion passed. 8-0-0

June 28, 2017 Minutes: Dr. Badami and Mr. Colli abstained. The motion passed. 6-0-2

Correspondence

No Correspondence was received.

Representative's Reports

Committee	Members	Reports
Board of Recreation	Ms. Manning	The representative discussed the program, <u>Volleyball for Kids</u> ; the program sign-up will occur on August 9, 2017

Borough Council	Ms. LaCognata	The representative discussed the tax bills that were mailed this week.
Planning Board	Ms. LaCognata	The representative had no report.
PCSBA/NJSBA	Ms. DeNova	The representative discussed upcoming workshops.
P.C..E.S.C.	Mr. Coffaro	The representative had no report.

Petitions of Citizens

A motion was made by Ms. LaCognata and seconded by Mr. Mannino to open the floor to public comment on items listed on the agenda. The motion passed, all members voting yes.

Ms. E. Mannino questioned the 2017-2018 enrollment numbers. Mr. Coffaro responded, indicating that figures were not available.

Ms. E. Mannino questioned the 2017 Summer cleaning. Ms. Slunt responded.

Ms. E. Mannino questioned the status of the School Counselor. Mr. Coffaro responded.

Ms. E. Mannino questioned the additional State Aid. President Griffo responded.

A motion was made by Ms. LaCognata and seconded by Ms. Manning to close the floor to public comment on items listed on the agenda. The motion passed, all members voting yes.

Regular Meeting Agenda

Board:

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board of Education hereby approves the following appointments: 1) Appointment of Acting Board Secretary, as noted below:

1: Appointment of the Board Secretary for the 2017-2018 School

Resolve that the Board of Education approves the appointment of Nicholas Coffaro as the Acting Board Secretary from July 1, 2017 through August 31, 2017.

No additional discussion occurred.

**Motion: Ms. Manning
Second: Mr. Ten Kate
The motion passed. 8-0-0**

Finance:

WHEREAS, the Finance Committee has reviewed in committee and recommends the following motions for Board approval,

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board of Education hereby approves motions: 1) District Claims; 2) Approval of Request Transfer in excess of 10%; 3) Acceptance of Monthly Financial Reports; 4) Approval of Transfer of Funds; 5) Acceptance of Extraordinary Aid; 6) Acceptance & Submission of E.S.S.A. Grant; 7) Acceptance of Additional 2017-2018 State Aid, as noted below:

1: Approval of the District Claims

Resolve that upon the recommendation of the Business Administrator, the Board of Education approves the attached lists of claims for June and July in the total amount of \$1,080,754.51 be approved for payment, as follows:

General Operating Fund	(Funds 11,12, & 13)	\$ 1,020,914.60	
Special Revenue Fund	(Fund 20)	\$ 25,888.90	
Enterprise Fund	(Fund 60)	\$ 33,951.01	(Check # 2103 & 2104)

2: Approval to Request Transfer in Excess of 10%

WHEREAS, the district reviewed the operating systems of its buildings, status of its infrastructure and completed an assessment of repairs and renovations needed to these structures; and
WHEREAS, the Business Administrator and Supervisor of Buildings & Grounds created a Long Range Facilities Plan and a Comprehensive Maintenance Plan that address the issues discovered through these reviews and assessments; and
WHEREAS, the Board of Education discussed and approved the Long Range Facilities Plan and Comprehensive Maintenance Plan at a public meeting; and
WHEREAS, the district will implement the repairs, maintenance and small renovations outlined in those Plans, resulting in a transfer that will exceed the maximum allowable transfers in excess of 10% and require the approval of the County Superintendent;
BE IT RESOLVED, upon the recommendation of the Superintendent and the Business Administrator, that the Board approves said transfer to account series 11-26X-XXX-XXX in the amount of \$96,290.00 and 12-000-400-4XX in the amount of \$17,250.00 and requests that the transfer be authorized and approved by the Executive County Superintendent; and
BE IT FURTHER RESOLVED, that the Business Administrator be directed to submit the required paperwork to facilitate the approval process.

3: Acceptance of Monthly Financial Reports- June 30, 2017

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 June 30, 2017 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 June 30, 2017, 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

Katine M. Slunt, Business Administrator/ Board Secretary

Furthermore resolve that pursuant to N.J.A.C. 6A 23A-16.10(c), the Board of Education certify that as of June 30, 2017, 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..

4: Approval of Transfer of Funds- June 30, 2017

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 June 30 2017, totaling \$316,576.17. The Board also authorizes the Superintendent to make interim transfers and report them at the next Board Meeting.

5: Acceptance of Extra Ordinary Aid for the 2016-2017 School Year

Resolved that upon the recommendation of the Business Administrator, the Board of Education accepts the unbudgeted revenue of \$92,188.00 from the State of New Jersey for Extra Ordinary Aid for the 2016-2017 School Year.

6: Acceptance of Funds and Submission of Application for FY 2018 E.S.S.A. Grant

Resolve that upon the recommendation of the Superintendent of Schools, the Board of Education accepts the FY 2018 Award for E.S.S.A., as noted below, and agrees to the submission of the Grant Application to the New Jersey Department of Education for approval:

Title I Part A	FY 2018	\$110,994.00
Title II Part A	FY 2018	23,536.00
Title III	FY 2018	1,538.00
Title IV	FY 2018	10,000.00

7: Acceptance of Additional Special Education Aid for the 2017-2018 School Year

Whereas, on or about July 14, 2017, the State of New Jersey Department of Education issued its revised 2017-2018 State Aid Notices; and

Whereas, as a result of said revised 2017-2018 State Aid Notices, the Board of Education will received additional unbudgeted state aid of \$14,226.00,

Therefore be it resolved that the Board of Education, upon the recommendation of the Superintendent and Business Administrator, hereby increases the 2017-2018 General Fund appropriations in the amount of \$14,226.00 to cover unanticipated tuition costs.

Mr. Mannino questioned the reason for the June Transfers and the need for those in excess of the 10% cap. Ms. Slunt responded, indicating that the transfers related to the movement of unused funds to the proper accounts in order to complete the repairs in the Long-Range Facilities and Comprehensive Maintenance Plans, and the purchases in the Five-Year Technology Plan.

Ms. DeNova discussed the additional State Aid received for the 2017-2018 School Year, indicating that the additional funds should reduce the tax levy for 2017-2018.

Motion: Mr. Ten Kate

Second: Ms. LaCognata

Resolutions #1-6: Mr. Ten Kate abstained. The motion passed. 7-0-1.

Resolution #7: Ms. DeNova, Mr. Mannino and Mr. Ten Kate abstained. The motion passed. 7-0-1.

Technology:

No Technology Actions Required.

Personnel:

WHEREAS, the Personnel Committee has reviewed in committee and recommends the following motions for Board approval,

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

1) Rescinding of Appointments; 2) Appointment of Staff; 3) Approval of Salary Adjustments, as noted below:

1: Rescinding of the Prior Staff Appointments for the 2017-2018 School Year

Resolve that upon the recommendation of the Superintendent, the Board of Education rescinds the prior appointment, on June 14, 2017, of Mary Ann Di Marco as an K-8 School Counselor, effective July 1, 2017.

2: Appointment of the Staff for the 2017-2018 School Year

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the appointment of Susan Schwenker as Maternity Leave Replacement Teacher (Elementary) at an annual salary of \$51,269.00, Step 1/ Guide BA, from September 25, 2017 through June 30, 2018.

3: Approval of Salary Adjustments for the 2017-2018 School Year

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the following staff members for salary adjustments, for the 2017-2018 School Year (These adjustments relate to the administrator’s disbanding of the Administrative Bargaining Unit).

		<u>From</u>	<u>To</u>
Michele Mazzola	High Mountain Principal	\$ 105,000.00	\$ 107,625.00
Melissa Tait	Memorial Principal	\$ 117,900.00	\$ 120,848.00

Mr. Colli and Mr. Mannino questioned the elimination of the Administrative Bargaining Unit. Mr. Coffaro responded, indicating that the members decided to disband the unit and requested stand-alone contracts.

Motion: Dr. Badami

Second: Ms. DeNova

Resolutions #1-2: The motion passed. 8-0-0.

Resolution #3: Ms. DeNova and Mr. Mannino abstained. The motion passed. 6-0-2.

Policy:

WHEREAS, the Policy Committee has reviewed in committee and recommends the following motions for Board approval, BE IT RESOLVED, upon the recommendation of the Superintendent, the Board of Education hereby approves motions: 1) Approval of Policies for Second Reading, as noted below; 2) Approval of Policy for Second Reading- Policy 5111, as noted below:

1: Approval of the Following Policies for Second Reading

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the Second Reading of Policy #1240: Evaluation of Superintendent.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the Second Reading of Regulation #1240: Evaluation of Superintendent.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the Second Reading of Policy #1511: Board of Education Website Accessibility.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the Second Reading of Policy #3126: District Mentoring Program.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the Second Reading of Regulation #3126: District Mentoring Program.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the Second Reading of Policy #3221: Evaluation of Teachers.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the Second Reading of Regulation #3221: Evaluation of Teachers.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the Second Reading of Policy #3222: Evaluation of Teaching Staff Members, excluding Teachers and Administrators.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the Second Reading of Regulation #3222: Evaluation of Teaching Staff Members, excluding Teachers and Administrators.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the Second Reading of Policy #3223: Evaluation of Administrators, excluding Principals, Vice-Principals and Assistant Principals.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the Second Reading of Regulation #3223: Evaluation of Administrators, excluding Principals, Vice-Principals and Assistant Principals.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the Second Reading of Policy #3224: Evaluation of Principals, Vice-Principals and Assistant Principals.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the Second Reading of Regulation #3224: Evaluation of Principals, Vice-Principals and Assistant Principals.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the Second Reading of Policy #3240: Evaluation of Professional Development of Teachers and School Leaders.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the Second Reading of Regulation #3240: Evaluation of Professional Development of Teachers and School Leaders.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the Second Reading of Policy #5610: Suspension.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the Second Reading of Regulation #5610: Suspension.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the Second Reading of Policy #5620: Expulsion.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the Second Reading of Policy #7424: Bed Bugs.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the Second Reading of Regulation #7424: Bed Bugs.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the Second Reading of Policy #7461: District Sustainability Policy.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the Second Reading of Policy #8505 .Local Wellness Policy/ Nutrient Standards for Meals and Other Foods.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the Second Reading of Policy #8550: Unpaid Meal Charges/ Outstanding Food Service Charges.

2: Approval of the Following Policy for Second Reading- 5111 Eligibility of Resident/Non-Resident Student

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the Second Reading of Policy #5111: Eligibility of Resident/ Non-Resident Students.

Ms. DeNova questioned the policy regarding student eligibility. Mr. Coffaro responded.

**Motion: Dr. Badami
Second: Ms. LaCognata
The motion passed. 8-0-0.**

Facilities & Services:

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motion: 1) Approval of District Facilities Use, as seen below:

1. 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.

Organization	Date	Times	Location	Purpose
Girl Scout Troop 96011	Various	3:00 to 4:00 p.m.	Memorial- Library	Monthly Meetings
Girl Scout Troop 96984	Various	3:00 to 4:00 p.m.	Memorial- Art Room	Monthly Meetings
Girl Scout Troop 96984	09/19/2017 09/20/2017	6:00 to 8:00 p.m.	Memorial- Gymnasium	Ceremonies
Girl Scout Troop 5594	Various	3:30 to 6:00 p.m.	Memorial- Art Room	Monthly Meetings
Girl Scout Troop 95885	Various	2:30 to 5:00 p.m.	Memorial- Library	Monthly Meetings
Cub Scout Troop 70	Various	6:00 to 9:00 p.m.	High Mountain- 5 Classrooms	Monthly Meetings
Cub Scout Troop 70	Various	6:00 to 9:00 p.m.	High Mountain- Gymnasium	Monthly Meetings
NHEF	2017: 9/12, 10/10, 11/14, 12/12. 2018: 1/9, 2/13, 3/13, 4/10, 5/8, 6/12	7:15 to 9:00 p.m.	High Mountain- Library	Monthly Meetings
NHEF	9/30/17 Rain Date: 10/1/17	8:00 to 12:00 p.m.	High Mountain- Kitchen	North Haledon Day
NHEF	12/16/17	7:00 to 1:00 p.m.	High Mountain- Kitchen	Breakfast with Santa
NHEF	3/31/18	7:00 to 1:00 p.m.	High Mountain- Kitchen	Pancake Breakfast
PTO	2017: 10/2, 11/6, 12/4 2018: 1/8 (snow date 1/9), 2/5 (snow date 2/12), 3/5, 4/16, 5/7, 6/4	7:00 to 9:00 p.m.	High Mountain- All Purpose Room	Monthly Meetings

Ms. Manning and Ms. Lacognata discussed the Meet & Greet at Memorial School on October 4, 2017.

Motion: Ms. DeNova
Second: Ms. Manning
The motion passed. 8-0-0.

Petitions of Citizens

A motion was made by Ms. Manning and seconded by Dr. Badami to open the floor to public comment on items listed on the agenda. The motion passed, all members voting yes.

Ms. L. Antropow questioned the effectiveness of the cooling system at High Mountain. Mr. Coffaro will provide an update in August after summer repairs to the system have been completed.

Mr. R. George discussed the late revisions to the State Aid, resulting in a delay in the borough's tax bills. Mr. George discussed the land swap between the Board and Borough. President Griffo, Ms. DeNova discussed the land swap.

Ms. K. Tanis questioned the process for first and second readings of policy. Mr. Coffaro responded.

Ms. L. Primavera questioned the Volleyball for Kids program. Ms. Primavera questioned the use of the chromebooks by the students. Mr. Coffaro responded.

Mr. J. Ferrante discussed the recording of the meetings. President Griffo responded.

Ms. J. Feather questioned the teacher's' certification for students with special needs related to reading programs. Mr. Coffaro responded.

A motion was made by Mr. Mannino and seconded by Ms. Manning to close the floor to public comment on items listed on the agenda. The motion passed, all members voting yes.

Old Business

No old business was discussed.

New Business

Mr. Coffaro thanked the PTO and Educational Foundation for their support of technology in the district through grants totaling \$30,537.66

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 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;

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 July 26, 2017 at 8:30 p.m. to discuss:
 - a. **matters involving the purchase, lease or acquisition of real property;**
 - b. **personnel matters related to employment, unless the individuals involved have requested in writing that the matter be discussed in public.**
2. The Board will make public the matter(s) discussed if and when confidentiality is no longer required.
3. The Board will take action pursuant to said discussion at a public meeting.

Motion: Ms. Manning
Second: Ms. LaCognata
The motion passed. 8-0-0

President Griffo reconvenes the meeting at 8:45 p.m. All attending members were present.

Regular Meeting Agenda

Finance:

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

1) Amendment to Previously Approved Land Swap Agreement, as noted below:

1: Amendment to Previously Approved Land Swap Agreement

Resolve that upon the recommendation of the Superintendent, the Board of Education amends the previously approved land swap agreement, and

Be further resolved that the Board President is authorized to adjust the agreement language to eliminate sections that would enable the Board to re-claim the ballfields, as that was not the Board's intention.

No additional comments were made.

**Motion: Ms. DeNova
Second: Ms. Manning
The motion passed. 8-0-0.**

Adjournment

A motion was made by Ms. Manning seconded by Ms. LaCognata to adjourn the meeting. The motion passed, all voting in favor of the motion. The meeting adjourned at 8:46 p.m.

Respectfully Submitted,



Nicholas Coffaro
Acting Board Secretary