

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, February 22, 2017

Thirteen members of the public were present. President Griffo called the meeting to order at 7:01 p.m. with the Flag Salute and Roll Call.

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

Absent: None

Also present were the Superintendent of Schools, Mr. N. Coffaro and Acting 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.

Candidates' Presentations

President Griffo welcomed the candidates and requested that they present their credentials to the Board:

Candidate Louis Colli presented his qualifications and interest in the Board of Education vacancy. The Board questioned Mr. Colli.

Candidate Jeremy Serfozo presented his qualifications and interest in the Board of Education vacancy. The Board questioned Mr. Serfozo.

Candidate Janet Rekesius presented her qualifications and interest in the Board of Education vacancy. The Board questioned Ms. Rekesius.

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 February 22, 2017 at 7:15 p.m. to discuss **matters considered confidential by state statute: Board Candidates.**
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 **Vote: 8-0**
The motion passed.

President Griffo reconvenes the meeting at 7.30 p.m. All members of the Board were still present.

BE THEREFORE RESOLVED, that the North Haledon Board of Education nominates Louis Colli to fill the Board of Education vacancy, effective February 22, 2017 through to the Board's next Organizational Meeting.

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

Petitions of Citizens

A motion was made by Ms.Manning seconded by Mr. Ten Kate to open the floor for public comment.. The motion passed, all voting in favor of the motion.

One member of the public, Mr. C. Fuch, spoke regarding student transportation.

One member of the public. Ms. E. Mannino, spoke regarding re-registration in the district.

A motion was made by Ms.Manning seconded by Mr. Ten Kate to close the floor for public comment.. The motion passed, all voting in favor of the motion.

Superintendent's Report

Mr. Coffaro discussed his Superintendent's report, highlighting the current enrollment, February 2017 H.I.B. Report, re-registration for Grades 2 & 5, his meeting with the Manchester Regional High School District's Superintendent and the 2017 PARCC testing dates.

Business Administrator's Report

Ms. Slunt had no report at this time.

Committee Reports

Committee	Members	Reports
Facilities	Mr. Ten Kate Mr. Mannino Ms. Melone	The Committee completed a walk-through of the facilities, noting maintenance and cleaning issues. Ms. Melone and Mr Ten Kate discussed the outcomes of the walk-through..
Curriculum	Dr. Badami Ms. LaCognata Ms. Melone	The Committee had no report.
Finance	Mr. Ten Kate Ms. DeNova Mr. Mannino	The Committee had no report.

Personnel	Mr. Ten Kate Ms. LaCognata Ms. Manning	The Committee had no report.
Policy	Dr. Badami Mr. DeNova	The Committee had no report.
Public Relations	Ms. DeNova Ms. Manning	The Committee had no report.
Technology	Ms. LaCognata Ms. Melone	The Committee discussed a paperless Board system, including an upgrade to the website. Ms. Melone discussed the website. Mr. Griffo discussed paperless board meetings.
Negotiations	Dr. Badami Ms. Manning Mr. Mannino	The Committee had no report.

Representative's Reports

Committee	Members	Reports
Board of Recreation	Ms. Manning	Ms. Manning updated the Board on recreation events.
Borough Council	Ms. LaCognata	The Representative had no report.
Planning Board	Ms. LaCognata	The Representative had no report.
PCSBA/NJSBA	Ms. DeNova	The Representative had no report.
P.C..E.S.C.	Mr. Coffaro	The Representative had no report.

Regular Meeting Agenda

Finance:

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board of Education hereby approves motions: 1) District Claims; 2) Approval of Transfer of Funds; 3) Acceptance of Monthly Financial Reports; 4) Purchase of Point-Of-Service System for Food Service Program; 5) Approval of SEMI Waiver, as noted below:

1: Approval of the District Claims

BE IT RESOLVED, upon the recommendation of the Interim Business Administrator that the Board of Education approves the attached list of claims in the total amount of \$2,034,508.41 be approved for payment, as follows:

General Operating Fund (Funds 10, 11,12, & 13)	\$ 862,361.50
Special Revenue Fund (Fund 20)	\$ 36,011.09
Debt Service Fund (Fund 40)	\$ 1,115,475.00
Enterprise Fund (Fund 60)	\$ 20,660.82 (Cafeteria Check # N0236)

2: Approval of Transfer of Funds

BE IT RESOLVED, upon the recommendation of the Superintendent and the Interim Business Administrator that the Board of Education approves the transfer of funds in accordance with the attached list of adjustments for the month of January 2017.

3: Acceptance of Monthly Financial Reports

BE IT RESOLVED, upon the recommendation of the Superintendent and the Interim Business Administrator that the Board of Education accepts the Board Secretary’s and Treasurer’s Reports for the month ending January 31, 2017 and has determined that they are in agreement; acknowledges receipt of the Secretary’s certification that no budgetary line item account has obligations, payments or orders which exceed the amount appropriated or has over expended the accordance with N.J.A.C.6A-16.10(c)3 and 4; and that in accordance P.L.2004 Ch.73, no budgetary transfers cumulatively exceed 10% that would require the approval of the Commissioner of Education.

4: Purchase of Point-Of-Service System for Food Service Program

BE IT RESOLVED, upon the recommendation of the Superintendent and the Interim Business Administrator that the Board of Education approves the purchase of equipment and the licensing of software for a Point-Of-Service System for the district’s Food Service Program to the lowest responsive quote, Meal Time-mPower, in the total amount of \$9,565.00. Funding shall come from the Food Service Fund.

5: Approval of SEMI Waiver Request

BE IT RESOLVED, upon the recommendation of the Superintendent and Interim Business Administrator that the Board of Education acknowledges receipt of the NJDOE FY 18 SEMI Revenue Projection, and approves the submission of the annual SEMI Waiver from the Executive County Superintendent for the 2017-2018 School Year.

No Additional comments were made.

Motion: Mr. Ten Kate
Second: Ms. LaCognata
Ms. Melone abstained from Check # 7416.
The motion passed.

Technology:

No Actions were taken in the area of Technology.

Personnel:

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board of Education hereby approves motions: 1) Approval of Substitute List; 2) Approval of Retroactive Longevity Payment; 3) Appoint Mr. Jordan Bice, Part-Time Evening Custodian; 4) Substitute School Bus Aide Coverage, 2016-2017 School Year; 5) Additional Hours- Instructional Aide, Mrs. Lynn McMurray; 6) Instructional Aide from Part-Time to Full-Time, Mrs. Michele Stansfield; 7) Enrollment of child/children of non-resident staff, Mrs. Janelle Metzler; 8) Enrollment of child/children of non-resident staff, Mrs. Jessica Van Dyke; 9) Maternity Leave- Revision to Original Plan (Sick Days), Mrs. Krista Losardo; 10) Maternity Leave Position-Grade 1 (new start time), Mrs. Rachel Anders; 11) FMLA Leave Request- Health Benefits, Mrs. Danielle Ajaimy; 12) Front Office Coverage at Memorial School; 13) Settlement Agreement- NHEA, as seen below:

1: Approval of Substitute List

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Board of Education approves the attached list of additional substitute teachers for the 2016-17, as certified by the Northern Regional Educational Services Commission, the district’s substitute coordinators.

2: Approval of Retroactive Longevity Payment

BE IT RESOLVED, upon the recommendation of the Superintendent and as certified by the Interim Business Administrator, that the Board of Education approves the retroactive longevity payment for the 2015-16 school year to Judith Russo based on step #1 of the longevity schedule and prorated in the amount of \$1100.00.

3: Appoint Mr. Jordan Bice, Part-Time Evening Custodian

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Board of Education approves Mr. Jordan Bice as Part-Time Evening Custodian for Five (5) hours per night, Five (5) days per week at HMS beginning on February 27, 2017 at a rate of \$11.00 per hour.

4: School Bus Aide Coverage, 2016-2017 School Year

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Board of Education approves, on an as needed basis, the following staff members as substitute School Bus Aides:

Lynn McMurray	Kristine Nashed
Angelita Lauricella	Jeanne Fondacaro
Maria Sole	Michele Stansfield

BE IT FURTHER RESOLVED, that the coverage occur Thirty (30) minutes before and/or after school at a rate of \$8.20 per half hour.

5: Additional Hours- Instructional Aide, Mrs. Lynn McMurray

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Board of Education retroactively approves additional hours for Instructional Aide, Mrs. Lynn McMurray, from 4.5 hours daily to 5 hours daily beginning January 23, 2017.

6: Instructional Aide from Part-Time to Full-Time, Mrs. Michele Stansfield

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Board of Education retroactively approves a change in position status for Mrs. Michele Stansfield as a Part-Time Instructional Aide to Full Time Instructional Aide beginning January 23, 2017.

7: Enrollment of Child/Children of Non-resident Staff, Mrs. Janelle Metzler

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Board of Education approves the enrollment of the child of non-resident staff member, Mrs. Janelle Metzler, to Kindergarten for the 2017-2018 school year.

8: Enrollment of Child/Children of Non-resident Staff, Mrs. Jessica Van Dyke

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Board of Education approves the enrollment of the child of non-resident staff member, Mrs. Jessica Van Dyke, to Kindergarten for the 2017-2018 school year.

9: Maternity Leave- Revision to Original Plan (Sick Days), Mrs. Krista Losardo

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Board of Education approves revision to original maternity leave (sick days) for Mrs. Krista Losardo, beginning on January 25, 2017 and extending through to March 13, 2017.

10: Maternity Leave Position- Grade 1 (new start time), Mrs. Rachel Anders

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Board of Education approves revision to the November 2016 resolution with regard to the start date for Mrs. Rachel Anders, will now begin on February 22, 2017.

11: FMLA Leave Request- Health Benefits, Mrs. Danielle Ajaimy

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Board of Education approves revision to the FMLA Leave for Mrs. Danielle Ajaimy from the termination on March 10, 2017 to the request of Twelve (12) weeks of leave under the FMLA with continuation of health benefits during this leave.

12: Front Office Coverage- Memorial School

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Board of Education approves the following staff members for front office coverage- as needed- at Memorial School at a rate of \$15.38 per hour.

- | | |
|-------------------|-------------------|
| Anne Marie Murphy | Zonia Meneses |
| Lynn McMurray | Christine Nashed |
| Mariah Alain | Tina Targia |
| Jen Olsen | Linda Portella |
| Grace Vetere | Tawnya Stojakovic |

13: Settlement Agreement- NHEA

BE IT RESOLVED, the Board of Education hereby approves the Settlement Agreement between the North Haledon Board of Education and the North Haledon Education Association regarding the pending arbitration, between the Board and the Association, which Settlement Agreement incorporates the terms and conditions approved by the Board in its resolution on the same subject matter dated January 18, 2017 and other terms and conditions satisfactory to the Board in the best interest of the North Haledon School District.

The Board questioned the Personnel motions listed. Mr. Coffaro responded.

Motion: Dr. Badami
Second: Mr. Ten Kate
Ms. Melone abstained from Item # 12.
The motion passed.

Policy:

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board of Education hereby approves motions: 1) Approval of Board Minutes; 2) First Reading- Policy Alert 210; 3) Appointment of Acting Board Secretary, as seen below:

1: Approval of Board Minutes

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board of Education hereby approves the minutes listed below as per copies distributed to each board member.

- January 04, 2017 - Organization Meeting
- January 18, 2017 - Regular Meeting
- January 18, 2017 - Executive Sessions 1 and 2

2: First Reading- Policy Alert 210

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board of Education approves the First Reading of Policy Alert 210:

- P&R 1510 Americans with Disabilities Act (Revised)
- P 2415.30 Title I- Educational Stability for Children in Foster Care (New)
- P&R 2418 Section 504 of the Rehabilitation Act of 1973- Students (New)
- P&R 5116 Education of Homeless Children (Revised)
- P 5330.04 Administering an Opioid Antidote (New)
- P&R 8330 Student Records (Revised)

3: Appointment of Acting Board Secretary

BE IT RESOLVED, that the Board of Education approves the appointment of Katine Slunt as the Acting Board Secretary for the meeting scheduled for February 22, 2017, and further approves compensation at the rate of \$85.00 per hour for attendance at said meeting, not to exceed three (3) hours.

The Board questioned the Policies listed. Mr. Coffaro discussed the process of policy revisions.

Motion: Ms. Manning

Second: Dr. Badami Vote: 9-0

The motion passed.

Curriculum:

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board of Education hereby approves motions: 1) Approval of Travel, Conferences, Workshops and Related Expenses; 2) Approval of Agreement for Behavioral Consultation; 3) Home Instruction Hours- Mrs. Anne Marie Murphy; 4) 2017-2018 School Calendar; 5) Field Trip- Grade 1; 6) Field Trip- Grade 5; 7) Gifted & Talented Trip- Grades 1-8; 8) Approval of 1:1 Aide- Glenview Academy; 9) Record Forms- Speech, as seen below:

1: Approval of Travel, Conferences, Workshops and Related Expenses

BE IT RESOLVED, upon the recommendation of the Superintendent, that 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 and expenses are justified and within the guidelines established by the New Jersey Department of Education accountability regulations.

Date	Participant	Workshop	Location	Fee	Other Cost
March 13, 2017	Carrie Roholf	Helping the Struggling Learner	Ramapo College Mahwah, NJ	\$ 115.00	\$ 0.00

2: Approval of Agreement for Behavioral Consultation

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Board of Education approves an agreement with the Bergen County Special Services School District for a Behavioral Consultation for a special needs student, as requested by the Child Study Team, in the amount of \$850.00.

3: Home Instruction Hours, Mrs. Anne Marie Murphy

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Board of Education retroactively approves Home Instruction for a Grade 5 student by Mrs. Anne Marie Murphy for Ten (10) hours weekly beginning on January 26, 2017 at a rate of \$50.00 per hour.

4: 2017-2018 School Calendar

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Board of Education approves the 2017-2018 School Calendar.

5: Field Trip- Grade 1

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Board of Education approves the Grade 1 Field Trip to Bergen Performing Arts Center in Englewood, NJ for May 2017 at no cost to the Board.

6: Field Trip- Grade 5

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Board of Education approves the Grade 5 Field Trip to Meadowlands Environmental Center in Lyndhurst, NJ for June 2017 at no cost to the Board.

7: Gifted & Talented Trip- Grade 1-8

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Board of Education approves the Grade 1-8 G&T Trip to Liberty Science Center in Jersey City, NJ for June 2017 at no cost to the Board.

8: Approval of 1:1 Aide- Glenview Academy

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Board of Education retroactively approves services and programming for 1:1 Aide at Glenview Academy beginning on February 1, 2017 and ending at the end of the 16-17 school year at a cost of \$15,300.00.

9: Record Forms- Speech

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Board of Education approves the purchase of record forms for Speech Therapy at a cost of \$172.00.

The Board questioned the Curriculum motions listed. Mr. Coffaro responded.

Motion: Ms. Melone
Second: Mr. Ten Kate Vote: 9-0
The motion passed.

Facilities & Services:

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board of Education hereby approves motions 1) Approval of District Facilities Use; 2) Approval of Contract - Repairs to Server Room AC Unit; 3) Approval of Maintenance Agreement - HVAC Controls in MS, as seen below:

1: Approval of District Facilities Use

BE IT RESOLVED, 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
N.H.P.T.O.	March 6, 2017	7:00 p.m. – 9:00 p.m.	Memorial School	Meeting
N.H.P.T.O.	May 1, 2017	7:00 p.m. – 9:00 p.m.	HMS All Purpose	Meeting
Jersey Lakeland Regional Vintage Chevrolet Club of America	Set Up: May 26-27, 2017 Event: May 28, 2017	6:00 a.m. – 5:00 p.m.	HMS Field and parking Lot	Car Show (proceeds to Make-A-Wish Foundation & American Cancer Society)
Boys & Girls Club of Hawthorne	April 5, 19, 26, 2017 May 3, 17, 24, 31, 2017 June 7, 2017	6:00 p.m. – 8:00 p.m.	HMS Home Ec. Rm All Purpose Room	Baking Club (Grades K-2)

Boys & Girls Club of Hawthorne	April 5, 19, 26, 2017 May 3, 17, 24, 31, 2017 June 7, 2017	6:00 p.m. – 8:00 p.m.	HMS Woodshop	Wood Crafting Club (Grades 3-4- No Machines Used)
Boys & Girls Club of Hawthorne	April 6, 20, 27, 2017 May 4, 18, 25, 2017 June 1, 8, 2017	6:00 p.m. – 8:00 p.m.	HMS Gym	Dodgeball Club (Grades 5-8)

2: Approval of Contract - Repairs to Server Room AC Unit

BE IT RESOLVED, upon the recommendation of the Interim Business Administrator, in consultation with the Supervisor of Buildings & Grounds, that the Board of Education approves a contract with In Line Air Conditioning Company for repairs to the Air Conditioning Unit in the server room in Memorial School in the amount of \$1,341.15, inclusive of parts and labor.

3: Approval of Maintenance Agreement - HVAC Controls MS

BE IT RESOLVED, upon the recommendation of the Interim Business Administrator, in consultation with the Supervisor of Buildings & Grounds, that the Board of Education approves a contract with Automated Logic for Service Solutions for the HVAC controls in Memorial School in the amount of \$3,900.00 for the period of February through June 2017.

No Additional comments were made.

Motion: Ms. Melone
Second: Mr. Ten Kate Vote: 9-0
The motion passed.

Old Business

Land Swap: President Griffo discussed the land swap with the Borough of North Haledon. The Borough Mayor spoke. The Board adopted the below resolution regarding the land swap arrangement, upon the recommendation of the Board Attorney.

WHEREAS, the North Haledon Board of Education (‘Board’) owns real property consisting of athletic fields that comprise a portion of Lot 5.01, Block 18.01 that abuts the High Mountain School (‘High Mountain Property’); and
WHEREAS, the Borough of North Haledon (‘Borough’) owns real property consisting of undeveloped land identified as Lot 3.02, Block 55 that abuts the Memorial School (‘Memorial Property’); and
WHEREAS, the Board has determined that it is in the best interest of the children and the taxpayers of the North Haledon School District to convey the High Mountain Property to the Borough and to accept the conveyance of the Memorial Property from the Borough; and
WHEREAS, the Borough has utilized and maintained the High Mountain Property for years and will continue to do so; and
WHEREAS, the Borough will continue to allow the Board’s use of the High Mountain Property following the Board’s conveyance of the High Mountain Property to the Borough; and
WHEREAS, the Board desires to continue to utilize the Memorial Property for the playground following the Borough’s conveyance of the Memorial Property to the Board; and
WHEREAS, the Board has determined that, in light of the above, the Board’s fee interest in the High Mountain Property is no longer necessary for school purposes; and
WHEREAS, by Resolution dated January 18, 2012, the Board approved an agreement with the Borough addressing the use of the High Mountain Property by the Board subsequent to the transfer of title of the High Mountain Property by the Board to the Borough in accordance with the terms of a certain letter agreement from the Board’s counsel to the Borough’s counsel dated December 2, 2011, a copy of which agreement is attached to this Resolution; and
WHEREAS, N.J.A.C. 6A:26-7.1 et seq. requires that the Board apply for and receive the approval of the New Jersey Department of Education (‘NJDOE’) prior to acquiring or disposing of real property; and

Personnel:

BE IT RESOLVED, that the Board of Education approves the extension of the employment contract with the Superintendent of School, Mr. Nicholas Coffaro, for another three-year term, starting on July 1, 2017, in accordance with the guidelines and terms established in the State statutes.

Motion: Ms. LaCognata
Second: Ms. DeNova **Vote: 8-0-1**
Ms. Manning abstained.
The motion passed.

BE IT RESOLVED, that the Board of Education approves the Merit Goals for the 2016-2017 School Year for the Superintendent of Schools, as per attached.

Motion: Mr. Ten Kate
Second: Ms. DeNova **Vote: 7-1-1**
Ms. Melone abstained.
Ms. Manning voted no.
The motion passed.

Adjournment

A motion was made by Ms. DeNova seconded by Mr. Mannino to adjourn the meeting. The motion passed, all voting in favor of the motion. The meeting adjourned at 9:20 p.m.

Respectfully Submitted,

Katine Slunt
Board Secretary