

**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, April 26, 2017**

Twenty-Five members of the public were present. President Griffo called the meeting to order at 7:05 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, Ms. M. Melone, and Mr. P. Ten Kate.

Absent: None

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

**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.

**Public Hearing on the 2017-2018 School Budget**

Superintendent Coffaro opened the presentation of the 2017-2018 School Budget. Ms. Slunt discussed the financial elements of the School Budget. Ms. Michelle Mazzola, High Mountain Principal, presented the curriculum improvements and staff training included in the 2017-2018 School Budget. Mr. Fernando Hache, Technology Coordinator, discussed technology enhancements for the following year. Finally, John Maguire, Supervisor of Buildings & Grounds, highlighted changes in the operations and maintenance of the district's buildings. Ms. Slunt indicates that the tax impact of the 2017-2018 School Budget on the average assessed house would be \$90.84.

Five members of the public spoke, including:

Mr. J. Ferrante questioned a calculation in the public handout. Ms. Slunt responded, noting the correction.

Ms. M. Kurzinski questioned the use of the Eighth Graders' chromebooks. Ms. Mazzola responded, indicating that they will be passed down, but the hopefully the district will be able to extend the 1-to-1 initiative to the 7th graders in 2017-2018.

Mayor R. George inquired as to the staff's contribution to their health benefits and the reason for the increase in the Business Office costs. Ms. Slunt will supply explanations to Ms. George after the presentation.

Ms. S. Macalle and Ms. K. Tanis questioned the summer, in-house cleaning proposal that was presented. Mr. Mcguire responded.

Ms. L. Antropow questions the status of the current surplus. Ms. Slunt indicated the surplus was about \$400,00.00.

**Finance:**

**BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby adopts the North Haledon School District Budget for the 2017-2018 School Year in the following amounts:**

General Operating (Fund 10)	\$ 9,799,227.00
Special Revenue (Fund 20)	\$ 225,000.00
Debt Service (Fund 40)	\$ 1,452,400.00

**BE IT FURTHER RESOLVED, the revenue required for this budget includes:**

General Fund Tax Levy	\$ 9,239,219.00
Debt Service Tax Levy	\$ 1,452,400.00

Mr. Colli questioned the new position, Director of Special Services and Curriculum & Instruction. Mr. Coffaro responded.

Mr. Colli questioned the location of the Title II Grant in the presentation information. Ms. Slunt responded.

**Motion: Ms. Manning**

**Second: Dr. Badami**

**Ms. Melone abstained on the General Fund.**

**The motion passed.**

**Approval of Minutes**

**BE IT RESOLVED, that the Board of Education approves the minutes from the Regular and Executive Meetings held on February 22, 2017.**

**BE IT RESOLVED, that the Board of Education approves the minutes from the Regular Meetings held on March 8, 2017.**

**BE IT RESOLVED, that the Board of Education approves the minutes from the Regular and Executive Meetings held on March 22, 2017.**

No additional discussion occurred.

**Motion: Ms. DeNova**

**Second: Ms. Manning**

**Dr. Badami abstained on March 22nd Minutes.**

**The motion passed.**

**Correspondence**

Robert Davis, Interim Executive County Superintendent  
Randy George, Mayor of North Haledon

Approval of SEMI Waiver  
Municipal Services to the School District

**Superintendent's Report**

Superintendent Coffaro highlighted the current enrollment of 641 students, discussed the number of H.I.B. incidents (3 unsubstantiated) and updated the Board on the Re-Registration Initiative. Mr. Coffaro discussed the M.R.H.S. Summer Academy, Eighth Grade Graduation and Fourth Grade Moved-Up.

Ms. Lacognata discussed the Anti-Drug Program to be held at Manchester Regional.

**Business Administrator's Report**

Ms. Slunt discussed preparation for the 2017-2018 School Budget presentation and highlighted the tasks completed in the Buildings & Grounds area.

No additional discussion occurred.

## Committee Reports

Committee	Members	Reports
Facilities	Mr. Ten Kate Mr. Mannino Ms. Melone	The Committee had no report.
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. Colli Ms. DeNova	The Committee had no report.
Public Relations	Ms. DeNova Mr. Colli Ms. Manning	The Committee had no report.
Technology	Ms. LaCognata Mr. Colli Ms. Melone	The Committee had no report.
Negotiations	Dr. Badami Ms. Manning Mr. Mannino	The Committee had no report.

## Representative's Reports

Committee	Members	Reports
Board of Recreation	Ms. Manning	The Representative reported that Opening Day occurred on April 22nd, with the addition of Pickle Ball to the offerings.
Borough Council	Ms. LaCognata	The Representative reported that Council presented their budget publicly with a \$17.00 increase in taxes on the average assessed house.
Planning Board	Ms. LaCognata	The Representative reported that the Planned Board reviewed two applications for new housing.

PCSBA/NJSBA	Ms. DeNova	The Representative has no report.
P.C..E.S.C.	Mr. Coffaro	The Representative has no report.

**Petitions of Citizens**

President Griffo opened the floor to the public for comments on items listed on the agenda.

No comments were made by the public.

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

**Regular Meeting Agenda**

**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) Acceptance of Monthly Financial Reports; 3) Approval of Transfer of Funds; 4) Approval of Professional & Other Service Providers, 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 list of claims in the total amount of \$1,050,505.41 be approved for payment, as follows:

General Operating Fund	(Funds 11,12, & 13)	\$ 997,840.10	
Special Revenue Fund	(Fund 20)	\$ 14,566.37	
Capital Projects Fund	(Fund 30)	\$ 0.00	
Debt Service Fund	(Fund 40)	\$ 0.00	
Enterprise Fund	(Fund 60)	\$ 38,098.94	(Check # 2100 & 2101)

**2: Acceptance of Monthly Financial Reports- March 31, 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 March 31, 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 March 31, 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 March 31, 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, no budgetary transfers cumulatively exceed 10% that would require the approval of the Commissioner of Education.

**3: Approval of Transfer of Funds- March 31, 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 March 31 2017. The Board also authorizes the Superintendent to make interim transfers and report them at the next Board Meeting.

**4: Approval of the Professional and Other Service Providers for the 2016-2017 Fiscal Year**

Resolve that upon the recommendation of the Superintendent and pursuant to PL 2015, Chapter 47, the Board of Education approves of the following contracts, effective September 7, 2016. Furthermore, the Board of Education acknowledges that these contracts are, have been and will continue to be in full compliance with all state and federal statutes and regulations, in particular New Jersey Title 18A:18. et. seq., NJAC 23 and the Federal Uniform Administrative Requirements 2CFR, Part 200.

Service Provider	Service Rendered	Previous Contracted	Estimated Cost
<b>New Contract:</b>			
Northern Regional Ed Svces	Transportation Contract	\$ 0.00	\$ 15,416.96

Mr. Mannino questioned the district's current financial position and its ability to meet its obligations through the end of the year. Ms. Slunt responded that its obligations could be fully met.

Motion: Mr. Ten Kate  
Second: Ms. DeNova  
Ms. Melone abstained on Check # 7511 & 7523.  
The motion passed.

**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) Appointment of Non-Tenured Staff; 2) Appointment of Long Term Substitutes; 3) Appointment of Part-Time Custodians; 4) Approval of Volunteers; 5) Approval of Job Description; 6) Resignation of Staff, as noted below:

**1: Appointment of the Tenured and Nontenured Staff for the 2017-2018 School Year**

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the appointment of Tenured and Nontenured Staff, as noted in the attached listing, for the 2017-2018 School Year.

**2: Appointment of the Long Term Substitute Teacher for the 2016-2017 School Year**

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the appointment of Amanda Calderone as Long Term Substitute Teacher for a Maternity Leave of Absence, Grade 5, at \$225.00 per day, beginning April 24, 2017 and ending June 30, 2017.

**3: Appointment of the Part-Time Custodians for the 2016-2017 School Year**

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the retroactive appointment of Brian Doka as Part-Time Custodian at \$11.00 per hour, 5-days per week, beginning April 3, 2017 and ending June 30, 2017.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the appointment of Thomas Calderon as Part-Time Custodian at \$11.00 per hour, 5-days per week, beginning April 3, 2017 and ending June 30, 2017.

**4: Approval of Volunteers the 2016-2017 School Year**

Resolve that upon the recommendation of the Superintendent, the Board of Education approves retroactively the appointment of Jen Percelli as Library Volunteer at Memorial School on an as needed basis, beginning March 27, 2017 and ending June 30, 2017.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves retroactively the appointment of Caroline Ajami (high school student) to observe speech and special education instruction on a volunteer basis, 1-day per week, beginning March 27, 2017 and ending June 30, 2017.

**5: Approval of Job Description: Administrative**

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the job description for the administrative positions of Director of Curriculum, Instruction, Assessment and Student Services, as per attached.

**6: Resignation of the Part-Time Custodians for the 2016-2017 School Year**

Resolve that upon the recommendation of the Superintendent, the Board of Education accepts the resignation of Thomas Calderon as Part-Time Custodian, effective April 30, 2017.

Ms. Manning questioned the fingerprinting of the volunteer. Ms. Coffaro responded.

Mr. Colli questioned the administrative job description, concerned that a person to fill the job is not available. Mr. Coffaro responded.

Mr. Mannino questioned the renewals and leaves of absence. Mr. Coffaro responded.

Mr. Ten Kate questioned the resignation of the part-time custodian. Ms. Slunt responded.

Motion: Ms. Manning

Second: Ms. LaCognata

Vote 9-0

The motion passed.

**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 First Reading, as noted below:**

**1: Approval of the Following Policies for First Reading**

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the First Reading of Policy # 0000.02: Introduction.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the First Reading of Policy # 2415.06: Unsafe School Choice Options.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the First Reading of Policy # 2460: Special Education.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the First Reading of Resolution # 2460: Special Education.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the First Reading of Regulation # 2460.1: Special Education- Location, Identification and Referral.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the First Reading of Regulation # 2460.8: Special Education- Free and Appropriate Public Education.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the First Reading of Regulation # 2460.9: Special Education- Transition from Early Intervention Programs to PreSchool Programs.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the First Reading of Regulation # 2460.15: Special Education- In-Service Training Needs for Professional and Paraprofessional Staff.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the First Reading of Regulation # 2460.16: Special Education- Instructional Material to Blind or Print-Disabled Students.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the First Reading of Policy # 2464: Gifted and Talented Students.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the First Reading of Policy # 2467: Surrogate Parents and Foster Parents.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the First Reading of Policy # 2622: Student Assessment.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the First Reading of Policy # 3160: Physical Examination.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the First Reading of Regulation # 3160: Physical Examination.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the First Reading of Policy # 4160: Physical Examination.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the First Reading of Regulation # 4160: Physical Examination.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the First Reading of Policy # 5116: Education of Homeless Children.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the First Reading of Regulation # 5116: Education of Homeless Children.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the First Reading of Policy # 7446: School Security Program.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the First Reading of Policy # 8350: Records Retention.

No additional discussion occurred.

Motion: Dr. Badami

Second: Ms. DeNova

Vote 9-0

The motion passed.

**Curriculum:**

WHEREAS, the Curriculum 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 Travel, Conferences, Workshops and Related Expenses; 2) Approval of Field Trips, as noted below.

**1: Approval of Travel, Conferences, Workshops & Related Expenses for the 2016-2017 School Year:**

Resolve that 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
May 4, 2017	Marybeth Miller	CDK Users Meeting	Washington, N.J.	No Cost	No Cost

**2: Approval of Field Trips**

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

Date	Grade	Location	Fee
June 13, 2014	Grade 3	Turtleback Zoo West Orange, New Jersey	No Cost

Mr. Colli questioned the Training Class under Workshops. Ms. Slunt responded.  
 Mr. Mannino questioned the cost for the Turtle Back Zoo trip. Mr. Coffaro responded.

**Motion: Ms. LaCognata**  
**Second: Ms. Manning** **Vote 9-0**  
**The motion passed.**

**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**

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the following use of district facilities subject to non-conflicting events.

Organization	Date	Times	Location	Purpose
Kindergarten Carnival	May 15, 2017	6:30 to 7:30	Memorial School- Multi-Purpose Room	K Carnival
Girl Scout Troop 646	Spring 2017	3:00 to 5:00	High Mountain Courtyard	Beautification
Little Steps to Learning	June 22, 2017	6:30 to 8:00	Memorial School- Gym	Graduation

No additional discussion occurred.

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

**Petitions of Citizens**

Mr. Colli made a motion and seconded by Ms. LaCognata to open the floor to the public to discuss any topic. The motion passed, all members voting yes

Mr. J. Ferranti, 87 Magnolia Way, questioned the recording of Board Meetings. President Griffo indicated that the Board will investigate the recording of Board Meetings.

Mr. D. DePalo, 21 Brooklane Road, questioned the replacement of the dying shrubs along the property line of High Mountain School. Mayor George offered to replace the shrubs due to the damage that they incur from the salt spread during the winter.

Ms. E. House, 32 Richard Street, questioned the movement of the School Secretary at High Mountain School. Mr. Coffaro responded.

Mayor R. George, 123 Oakwood Avenue, suggested the use of shared services, monthly presentations of the financial status of the Board, an advisory committee be formed for the compilation of the School Budget and the taping of the Board Meetings. Mr. George questioned the number of employees, the status of the current surplus, tax impact of the School Budget, individual who was attending the school without residency and the M.U.A. agreement. The administration will investigate the questions and responded to Mayor George.

Ms. DeNova made a motion and seconded by Ms. Manning to close the floor to the public to discuss any topic. The motion passed, all members voting yes

**Old Business**

There was no Old Business discussed.

**New Business**



Ms. Slunt discussed the organizational plan for the Workshop and Regular Voting Meetings. The board noted the changes.

### 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 April 26, 2017 at 8:56 p.m. to discuss:
  - **matters of pending litigation- MUA Settlement.**
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. LaCognata

Second: Ms. Manning

Vote 9-0

The motion passed.

President Griffo reconvenes the meeting at 9:23 p.m.

### Regular Meeting Agenda

#### 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)

Approval of the Agreement with the MUA, as noted below:

#### 1: Approval of the Agreement with the Manchester Utilities Authority

Resolve that upon the recommendation of the Superintendent with the counsel of the Board Attorney, the Board of Education approves the agreement with the Manchester Utilities Authority, as per attached, and authorizes payment as part of the agreement for utility charges in arrears of \$ 29,853.73.

No additional discussion occurred.

Motion: Ms. LaCognata

Second: Ms. DeNova

Mr. Griffo voted no.

Mr. Ten Kate abstained.

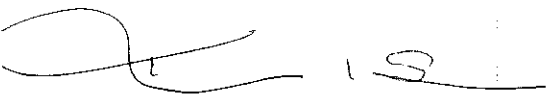
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The motion passed.

### Adjournment

A motion was made by Ms. Manning seconded by Ms. DeNova to adjourn the meeting. The motion passed, all voting in favor of the motion. The meeting adjourned at 9:25 p.m.

Respectfully Submitted,

  
Katine Slunt  
Board Secretary

