

**BOARD OF EDUCATION
BOROUGH OF NORTH HALEDON**

MINUTES – Regular Meeting

December 14, 2015

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CALL TO ORDER

TIME: 6:32pm

Location: High Mountain School

Flag Salute

Roll Call

Mrs. Antropow, Mrs. De Nova, Mr. Gorga, Mrs. Lampe, Mrs. Melone,
Mr. Valenti, Mr. Jordan, Mrs. Contegiacomo and Mrs. Koblick,

Other Present:

Mr. Coffaro, Superintendent, Ms. Marybeth Miller (minutes)

OPEN PUBLIC MEETING NOTICE

In accordance with the provisions of the Open Public Meetings Act, the North Haledon Board of Education has issued notice of this meeting to be publicized by having the date, time and location of the meeting posted at the North Haledon Municipal Building and Memorial and High Mountain Schools and mailed to The Hawthorne Press on January 13, 2015 which have been designated as the Board's official newspapers. Notice was also filed with the Borough Clerk and will be sent to those persons requesting that such notice be mailed to them.

Superintendent's Report

Mr. Coffaro reported on:

December Enrollment:

**Memorial
School: 392**

**High
Mountain
School :294**

Mr. Coffaro thanked the departing board members for their service and leadership. Mr. Coffaro thanked the Leadership Team, Instructional staff, non-instructional staff, and community for the amazing PARCC SCORES

Mr. Coffaro met with the County BA Mr. Davis about Payroll, county claims fiscal monitor not an option

Monthly Harassment Intimidation and Bullying Report:

No cases to report

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Principal's Report

Mr. Giancaspro for HMS reported Security and Drill completed, November 20th 2015, 8th grade enjoyed their Thanksgiving feast, High School Applications completed. TREP\$ took place Dec. 9th 2015 PTO Funded Ms. Petrillo, Mr. Schneider organizers, Dec 10th parent University took place, Dec 11th progress reports went home, 6th grade In view testing, MRHS Band & chorus performed holiday concert, Kids who care club donations needed by Dec 18th. Deck the hall with positive thoughts Dec. 18th 2015. This year's school play will be The Little Mermaid.

Mrs. Tait for Memorial School reported Security and Drill completed, 1st grade Thanksgiving show was great, thank you to Mrs. Lally for Decorations and Mrs. Brooks for the music, Birthday celebrations for Dec. will take place Dec. 17th 2015. PTO Holiday Shop went well. 2nd grade will hold holiday's around the world Dec 15, 2015. Kindergarten will have breakfast with Santa On Dec. 23rd. MEM will have outrageous scarf day Dec 23rd. Winter show will be on Dec 22nd. Thank you Mrs. Lally for Decorations and Mrs. Brooks for the music again.

Mrs. Mazzola gave a short presentation on PARCC, North Haledon has met/exceeded expectations. Data will be uploaded to website for viewing. Professional Development staff has had 2 opportunities Teacher with District Level reports, Classroom management presentation.

Business Administrator's Report

Finance

Investment report: To be provided when complete.

Total Governmental Funds: To be provided when complete

Communications: - None

Committee Reports

Facilities & Services: Mr. Gorga said the committee met Dec. 9th discussed: maintenance, equipment at both buildings and other possible future repairs.

Curriculum: Mrs. Melone reported on the following: reviewed PARCC in great length, and Inview testing Dec.11 2015 for grade 2, Art and Music were discussed for grade on report cards, Mem. School report card changes were discussed or Sept.2016 and HMS midterm exams.

Finance: Mr. Jordan no report.

Personnel: Mrs. Lampe no report.

Policy: Mrs. Valenti no report

Public Relations: Mrs. Lampe no report

Technology: Mr. Jordan no report.

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Negotiations: Mrs. Contegiacomo, teachers have filed for mediation

Representative's Reports

Board of Recreation: Mr. Gorga-No report

Borough Council: Mrs. Lampe No report

Planning Board: Mr. Gorga - No report

PCSBA/NJSBA: Mrs. Melone & Ms. DeNova went to meeting at the Brownstone hosted by Robyn Mehan discussed difficult issues facing schools today

P.C. Educational Service Commission: Mr. Coffaro – No report

Accept Reports

BE IT RESOLVED, the Superintendent's, Business Administrator's, Committee and Representatives reports are accepted.

Motion: Mrs. Lampe

Second: Mrs. Koblick

Vote: 9-0

Petition of Citizens

Motion to open floor: Mr. Jordan

Second: Mrs. Koblick

Mr. A. Griffo., search for Business Admin. Also would like to see a more detailed budget on the website home page, has the board looked at current budget to find money to reduce problem with deficit.

Ms. L. Lucas- Asked where are minutes for past board meetings, what happened to interim BA? Mrs Antropow informed the public the interim BA resigned. Is a replacement going to be hired for Mrs Brooks in music and will there be a sub until a replacement is found? Mrs. Antropow responded yes a sub teacher will be in place until a replacement is found.

Mayor George- when will the report be in for the Audit? Mr. George stated he met with the county Superintendent Bob Davis and he would not be in favor of cutting teachers. Mayor George claims the district is top heavy with administration said he would like to see Mr. Coffaro cut Administration to save the district money. Mayor George would like to know when the will be a plan in place to take action on this matter. Mrs. Antropow thanked the mayor for his input.

Matthew Milsap-from community news wanted to know if the state will be stepping in. Mr. Coffaro told Mr. Milsap there will not be a state monitor. The district is able to meet payroll.

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Evelyn Menina- Mr. Coffaro please clarify, Will the school monitor be an issue? Mr. Coffaro told Mrs. Menina there will not be a state monitor. The district is able to meet payroll and according to the county Superintendent that would be the only reason the monitor would step in. Mrs. Menina also asked when the children would be able to take out books from the Library. Mr. Coffaro asked her to contact the building principal.

Catherine Federico-Asked what the policy is for expulsion of a student. Mr. Coffaro explained there are several issues that go into the expulsion process. Mrs. Antropow said we can give a copy of the Board Policy. Mr. Coffaro also reminded Mrs. Ferderico that the two of them have a scheduled meeting and could discuss the matter in more detail then.

Mr. Griffio- Mr. Coffaro when will the district run out of money? Mr Coffaro responded “there is not a prediction at this time.

Heather LoCognata- Are our reports cards in line with common core standards? Mrs. Antropow “yes”. Mrs. LoCognata, are the ranges going to be changed? Mrs. Antropow informed her it is being looked at by administration. Mrs. Melone discussed how they came up with the ranges.

Stewart Lampe-Concerned about alleged threats made to 3 students. What steps are in place for protection of students? Mr. Coffaro told Mr. Lampe that safety and security is always on the for front. Unfortunately not everything can be prevented but we do the best that we can. Mr. Coffaro also invited Mr. Lampe for a meeting at his convenience to discuss in more detail if he wishes.

Kim Chakinski –Please provide more reassurance to parents as to what safety procedures are in place. There are rumors of children fearing for their safety and are wanting to carry weapons to school. Mr. Gorga responded as the facility chair person that many security measures are being discussed and some already implemented.

Mr. Joe Mennino- Unaware of the issue that took place. How was this handled with the leadership? Mr. Coffaro said it was a timely matter and the district responded accordingly.

Mrs. LoCognata- The board needs to work as a unit. It’s upsetting that people were not informed.

Motion to Close the Floor:

Motion: Mrs. Melone

Second: Mr. Valenti

Vote: 9-0

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Finance:

The Finance Committee recommends the following motions for approval by the Board:

Motion: Mr. Jordan
Second: Mrs. Koblick
Vote: 9-0

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motions **1). Approval of District Claims 2) Financial Reports 3) Approval of November 2015 payroll & Approval of the December 15, 2015 payroll 4) Approval of Budget transfers 5) Approval of payment for prior year tuition 6) Approval of Addendum 7) Transportation (PCESC)**

1). Approval of District Claims

BE IT RESOLVED, that the attached list of claims in the amount of \$646,641.33 be approved for payment immediately or as funds of this Board become available. This list includes the following payments per Fund 10 \$16036.99 Fund 11 \$597042.32 Fund 20 \$13,332.49 and Fund 50 20229.53

2). Financial reports- Nothing to report at this time

3) Approval of the November 30 2015, December 2015 payroll

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the November 30, 2015 payroll \$156,607.91 December 15, 2015 payroll in the amount of \$160,015.43.

4). Approval of Budget Transfers

No report at this time

5) Tuition Payment

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves payment of \$71542.55 to the Bloomingdale Board of Education for educational services rendered to one special education student during the 13-14 school year.- This resolution was tabled at this time pending further investigation.

Motion- Mr. Jordan

Second- Mrs. Koblick

6) Addendum

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves addendum to August 2015 Bill and Claims to reflect payment to the Depository Trust company in the amount of \$503764.24 which would change the bottom line from \$308,850.05 to the new amount of \$812,614.29

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7) Transportation

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves transportation cost between the Passaic County Educational Services Commission regarding Route 1129

Route #	School(s)	Contractor	# of Students	Est Cost per Rte + surcharge	Starting Dates
1129		PCESC	1	\$35462.00 1418.48	11/2/16- 6/2016

Technology: No Technology motions for the Boards consideration this evening.

Personnel:

The Personnel Committee recommends the following motions for approval by the Board.

Motion: Mrs. Lampe

Second: Mrs. Contegiacomo

Vote: 9-0

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the following motions: **1) Approval of Appointment Part Time Ins. Aide Elizabeth Bobrowski 2) Accepts resignation of Jessica Carrillo 3) Accepts resignation of Lesley Brooks 4) Accepts resignation of Megan Petrillo 5) Appt of Kristina Meyers 6) Appt. of Annemarie Murphy 7) Approval of Maternity leave teacher 8) Approval of Sub list 9) Payment approval of unused accumulated sick days/personal time 10) PCESC Agreement 11) Approval of part time custodial staff 12) Approval of Confidential Administrative Assistant to take meeting minutes**

1) Part Time Ins. Aide Elizabeth Bobrowski

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the appointment of Elizabeth Bobrowski as Part time Instructional Aide at the rate of \$16.00 per hours (3 hours daily) beginning on November 30 2015.

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2) Accepts resignation of Jessica Carrillo

Be it resolved it is with Regret that the Board of Education accepts the resignation of Jessica Carrillo MLST/BSI teacher effective on December 14, 2015.

3) Accepts resignation of Lesley Brooks

Be it resolved it is with Regret that the Board of Education accepts the resignation of Lesley Brooks K-8 Music Teacher effective on December 23, 2015

4) Accepts resignation of Megan Petrillo

Be it resolved it is with Regret that the Board of Education accepts the resignation of Megan Petrillo Middle School Science teacher effective January 1, 2016

5) Approval of MLST/BSI Teacher

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the appointment of Kristina Meyers as Full time **MLST/BSI Teacher** at 51814.00 Step 5 BA 2015 with start date January 4, 2016

6) Approval of Part –Time Special Education Teacher

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the appointment of Ann Marie Murphy as Part time **Special Education Teacher** at 21945.00 MA Step 1 2015 with start date January 4, 2016.

7) Approval of Maternity Leave (Instructional Staff)

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the maternity leave request of Stacey Dougherty (Grd.3 teacher) effective January 26, 2016 with the return date of June 23, 2016.

8) Approval of Sub List

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the substitute list provide by PCESC for the month of December.

9) Payment approval for accumulated unused sick/personal days

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the payment of 635.00 to Pay Foy (school custodian) base upon accumulated unused/sick personal time per Part Four Article 10 of the contract.

10) PCES Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the retroactive letter of agreement for Contracted Services with the Passaic County Educational Services commission with the provision of one Accounting Supervisor at the rate of \$60.00 per hour and one Accountant at the rate of \$40.00 per hour for the total of \$100.00 per hour not exceeding 15 hours per week. Beginning on November 30,2015.

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11) Approval of Part- Time Custodial Staff member

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the following individuals to Part-Time School Custodians at a rate of \$11.00 per hour at 4 hours per day (M-F) starting January 4, 2016 to June 30, 2016 with one 4 hour training session December 28, 2015. Manuel Pinos and Nezaet Tela

12) Approval of confidential Administrative Assistant to take meeting minutes

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves Marybeth Miller in the recording of Board of Education regular meeting minutes until a Business Administrator Interim or Full time is approved.

Policy:

The Policy Committee recommends the following motions for approval by the Board.

Motion: Mr. Valenti

Second: Mrs. Contegiacomo

Vote: 9-0

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the following motions: **1) Approval of Board Minutes 2) Second Reading Policy**

1) Approval of Board Minutes

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the minutes listed below as per copies distributed to each Board Member:

Regular Meeting – November 18, 2015

Curriculum:

The Curriculum Committee recommends the following motions for approval by the Board

Motion: Mrs. Melone

Second: Mrs. Contegiacomo

Vote: 9-0

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the following motions: **1) Travel and Related Expenses**

Approval of Travel and Related Expenses

BE IT RESOLVED, approve reimbursement and expenses, previously approved by the Superintendent for the following list of staff training, workshops, conventions, conferences and/or seminars as they are directly related to and within the scope of participant's duties and are

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critical to the instructional needs of the district and/or further the efficient operation of the district. The travel and expenses are within state travel guidelines established by the Department of Treasury and are justified:

Date	Participant	Workshop	Location	Fee	Estimated Lodging & M&IE
February 2016	Grade 6 field trip	Social Studies Lambert castle	Paterson, NJ	\$760.00	N/A
MAY 18,19 2016	Grade 8 Trip	Rocking Horse Ranch	Highland NY	\$14888.37	2 Nights

Facilities & Services:

The Facilities & Services Committee recommends the following motions for approval by the Board.

Motion: Mr. Gorga
Second: Mr. Jordan
Vote: 9-0

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves retroactively the following use of district facilities subject to no conflicting events: **1) Use of District Facilities 2) Approval of Maintenance Contract**

1). Use of District Facilities

BE IT RESOLVED: the Board hereby approves the following use of district facilities subject to non-conflicting events:

Organization	Dates	Purpose/Event	Time	School/Rm(s)
St Anthonys CYO	Sat. & Sun Dec.5 thru March 26,2016	Basketball practice and games	12:00pm-9:00pm	HMS and MS gyms
Boro of N. Haledon	Sat. Dec. 12, 2015	Christmas party	5:30pm-8:00pm	HMS – APR

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Boys & Girls Club of Hawthorne	1/29/16,2/26/16,3/18/16	Friday night Sports club	6PM-8:30PM	HMS GYM
Boys & Girls Club of Hawthorne	1/6,1/13,1/20,1/27,2/3,2/10,2/14,3/2/16	Cooking club	6:30PM – 8:30PM	HMS APR and Home Ec.
Boys & Girls Club of Hawthorne	1/15,2/19,3/11/16	Friday Fun Night	6:00pm-8:30 pm	Mem. Gym
Boro of NH	1/4/2016	Re-Org meeting	7:00pm-9:00pm	HMS APR

2) Approval of Maintenance Contract

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves a contract with Mobility Elevator and Lift Company for the maintenance of lifts installed at Mem. And HMS for the period of one year at a contracted silver price of \$2528.75 for both locations.

Old/New Business

Mrs. Antropow presented out going board members Mrs. Koblick, Mr. Gorga, and Mr. Jordan with a plaque and flowers and thanked them for their service to their community serving as board members.

Adjourn to Executive or Private Session:

WHEREAS, Chapter 231, P.L. 1975, also known as the Open Public Meetings Act, authorized 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,

NOW THEREFORE BE IT RESOLVED BY THE NORTH HALEDON BOARD OF EDUCATION THAT:

1. It does hereby determine that it is necessary to meet in Executive Session prior to adjournment of this meeting for the purpose of receiving attorney advice with regards
2. The matter discussed will be made public when confidentiality is no longer required.
3. Action may be taken.

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Unfinished Business

Mrs. Koblick thanked the Board of Education for allowing her to serve as a board member.

ADJOURNMENT

Motion: Mrs. Lampe Second: Mrs. Koblick
Time: 8:08 Vote: 9-0