

**BOARD OF EDUCATION
BOROUGH OF NORTH HALEDON**

Agenda

Regular Meeting

January 27, 2016

CALL TO ORDER

TIME: 7:30

Location: High Mountain

Flag Salute

Roll Call

Present: Mrs. Antropow, Dr. Badami, Mrs. Contegiacomo, Mrs. DeNova, Mrs. Lampe, Mrs. Lacognata, Mrs. Melone, Mr. Ten Kate, and Mr. Valenti.
Absent: None

Other Present:

Mr. Coffaro, Superintendent of Schools/Acting Board Secretary

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 07, 2016, which has been designated as the Board's official newspaper and to The Star Ledger, alternate newspapers. Notice was also filed with the Borough Clerk and will be sent to those persons requesting that such notice be mailed to them.

Mrs. Antropow asked the board to make a motion to appoint Mrs. Melone to take the evening's minutes.

Motion: Mrs. DeNova

Second: Mrs. Lampe

Vote: 9-0

Superintendent's Report

Presentation of Grant Check by Balken Risk Management Services

Grant check presented by Shannon Balken and Steven Williams
Award is a first for North Haledon
Check for \$3836.36

Mr. Coffaro continued with his Superintendent's Report

Enrollment

Memorial

K – 69 students

1st – 76 students

2nd – 67 students

3rd - 82 students

4th - 77 students

388 total

High Mountain

5th - 73 students

6th - 68 students

7th - 64 students

8th - 84 students

294 total

No HIB for January

December 22, 2015 HIB grading issued. District scored an overall grade of 62 out of a possible 78. Strengths in many areas. Will continue to train staff and provide students with initiatives.

Thank you to Billy, Vince and Toska for snow removal with DPW assistance.

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Mr. Coffaro apologized for the reverse 911 extra calls on the evening on Jan. 26th.

Recently a neighboring district had a crisis. Mr. Coffaro thanked the NH police department for their presence at our schools.

First round of Kindergarten registration completed. 39 children registered. Last year we had 50 when the first round was completed.

The first Superintendent Newsletter is on the district webpage and will be updated monthly.

In regards to our budget, it's a New Year and new direction. There are many stakeholders: Mr. Lerch, Auditor, Mrs Merlino consultant to business office (thank you to her for her work), Passaic County Ed Services has provided two individuals to assist and keep us current with bank requisites and treasury reports (thank you Rich Giglio for providing this). The 2016-17 budget will not be top-secret. Transparency is at the forefront. Need to have dialogue at the Board level prior to sending to county.

Plan:

- Year to date totals
- Discussion to erase deficit (Jan/Feb 2016)
- Build 2016-17 Budget (Feb 2016)
- Dialogue with various stakeholders (Feb/Mar 2016)
- Budget submitted to county (Mar/Apr 2016)

Our budget deficit confirmed. Unfair to finger point or lash out. New Year, new direction. The team up here and out there will bring us back. It's upsetting the time I've spent as a new superintendent devoted to this repair. The individuals are no longer here, the former BA and Interim Superintendent, who put us behind the eight ball. All this has made us stronger. Let's maintain focus.

Mr. G gave HMS report

- Monthly drills complete – Thank you to NH Police
- Practice underway for musical, The Little Mermaid
- Mid-Year assessments completed for all grade levels
- Student Council held its first dance with a New Year's theme.
- Second marking period closes Jan. 22. Report cards issued Jan. 29th.
- Language Arts classes visited Book Fair –Thank you PTO

Mrs. Romeo

Charity event at HMS during the month of Feb. This is its 8th years and have raised a total Exceeding \$22,000 for children with blood cancer.

- Kick off assembly last week. Leukemia Society came to HMS to talk with students
- Penny Wars (Students donate change for chance to win pizza/ice cream party)
- Feb 3rd teachers can donate \$5 and wear jeans to school
- Feb 11th Bake Sale at HMS (Memorial families welcome)

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- All Wednesdays in Feb. Anthony and Mario's Pizzeria will donate 20% of sales to cause
- Feb 25th Panera Bread (Paramus Park location) will donate to cause for all families
Who dine there with flyer
- Online donations possible via website

Mr. G. continue his report and discussed his attendance along with other stakeholders at Defending Your Teen on Jan. 11th. The focus of this presentation was to promote parental awareness of illegal substances and help parents identify ways to protect their children.

HMS students cam together for an assembly on Jan. 22nd. HIB, attendane policy, social event behavior and the importance of working until the last day of school were topics.

Maschio's food service met with student council and surveyed students to find out what students like/don't like about school lunches.

Chief Brocco paid a visit to HMS to discuss safety procedures.

Mrs. Tait gave Memorial School report:

Mrs. Tait commended Mrs. Romeo for the important fundraiser she takes part in. She added that Memorial School is eager to participate this year!

Security drills are complete and ongoing – Thank you NH Police
Birthday Celebration Lunches have been wonderful! Feb. 10th Mrs. Tait will eat lunch with students with Feb. birthdays.

January's spirit day was "pajama day", the event was enjoyed by students and staff.

Welcome to our new music teacher. Welcome back from maternity leave, Mrs. Meyers, who will teach MLST. Welcome to our new maternity leave replacement teacher for Mrs. Dougherty's class, Ms Mott.

Memorial will begin celebration assemblies with a new twist. A different grade level will be highlighted each month. Also faculty will be celebrated recognizing staff members "caught being good"

Feb. 19th the PTO will host the Movathon. Thank you to the parents who will help with the event.

Jump Rope for the heart is the week of Feb. 22nd. Students will participate in P.E. class. Thank you Mr. O for helping to raise money for heart disease.

A food advisory group will be meeting with Machio's. Group will consist of parents, faculty and students.

May 13th will be Memorial's Talent show. Thank you Mrs. Losardo and Ms. Cosgrave. Grades 2-4 will participate.

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Mar. 21st is the Science Fair.

Art Show will be in the spring. All students work will be showcased.

Other upcoming events: 100th day of school, Be a Buddy Not a Fully, and Kindergarten Carnival.

Report cards come out this week.

Mrs. Mazzola gave the Professional Development report:

January PD had teachers focused on PARCC resources to better understand standards.

Teachers reviewed sample activities for students, student based assessments and learning games to enhance instruction.

PARCC aligned Do Nows and Exit Tickets were discussed. Questions need to be more challenging.

Teachers worked with Google accounts.

Mr. Deter Lerch Auditor with Lerch, Vinci & Higgins presented the 2015 Audit

Under statute the law requires a Board to have an independent audit once per year.

There was a break down in the internal controls which are designed to prevent over expenditures from exceeding budgeted amounts.

As of June 30, 2015, NH has a certified deficit of \$93,000. High probability the deficit for 2015-16 will be \$150,000. Majority of this deficit is in area of special education costs (tuition and transportation).

Without corrective action being taken the district can expect to end up with a projected deficit of \$243,000 (\$93,000 + 150,000).

Long Term solutions suggestion:

Statue allows districts to go to voters and propose a permanent cap increase

Short Term solution suggestion:

Statue has a provision for text book sale/lease bak designed for districts who have a one-time financial deficit. District is required to repay over five year perior.

As your auditor, it is not my position to make recommendations to the board but certainly within his professional limits to advise the board of options.

Discussion was opened to Board Members:

Mrs. DeNova: How much are textbooks worth. Mr. Lerch state in his experience about \$70 per book, multiplied by the number of students and number of classes.

What type of interest – usually about 3%.

Dr. Badami: Does the deficit include surplus? Mr. Lerch replied that the deficit wiped out the districts surplus. The law recommends districts have a surplus but it is not required.

Mr. Valenti: Does the \$93,000 deficit include our reserve funds expected to be used in the 15-16 budget. The answer was yes since it was designated.

Mr. Valenti: Tax levy – If board reduces debt service payment, does it count against the levy. Total tax levy went up less than 1% because of refinancing Debt Service Bonding.

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Mrs. Antropow: Can the district use the money left over from the building project, \$100,000, that wasn't used. The law allows you to use this money to pay for debt .

Mrs. Antropow: We are using a larged venue tonight along with a podium for public input with a microphones to better facilitate the public portion of the meeting.

Public Session for Audit questions only:

Mayor George: Thank you to Mr. Lerch for an excellent presentation. The superintendent wants to mose past the audit. The former BA leaves and the Board does nothing. Board is morally responsible to bird dog the administration. Charges need to be brought for financial misconduct.

What was the actual deficit before using districts surplus - \$450,000

Mayor George stated that \$44,000 was put toward surplus in 15-16. When was that decided? Mr. Lerch resonded \$44,000 was excess surplus over 2% allowed in 13-14. Board had to use it in 14-15 to lower tax levy. Word arund is that the board didn't budget any money for special education. Just want to set the record straight. I am not in favor of anymore referendums. You got your 30 million. That's enough! I will send a letter against it and it will fail! We will continue to be in an adversarial role. Your need surplus for problems you can't anticipate. Can this Board raise levy to full 2%? Mr. Lersh responded that \$200,000 is going to 2% without a special question. Mayor encouraged the Board... You must cut administrators! County Superintendent made it clear to me that no plan that wourln't cut them would be approved. You can't afford them. Mayor George asked Mr. Lerch how much money would be saved if the Board cut two administrators. Mr. Lerch said approximately \$100,00 per administrator.

Michael Gratalli: Representative from the administrator's union – He asked to respond to the Mayor's comments and was asked to make his comments during the regular public session.

Joe Menino: Commented on maintenance reserve

Mr. Lerch stated that the budget can be found on the state department website. Mr. Valenti suggested that a link be place on the school webpage.

Anthony Griffo: How many line items are in the red? 27

Did all the items in the red increase in 15-16 budget? Mr. Lerch could not comment on all of them.

Was school transportation left out of this year's budget? Mrs. Antropow replied no Board saved \$60,000

Ray Melone: Can the \$168,000 be used to offset the \$93,000. Mr. Lerch responded that Board can't use without a permanent question except for Debt Service.

Motion to close the floor:

Moved: Mrs. Lampe

Second: Mrs. Contegiacomo

Vote: 9-0

Presentation of completed 2014 -15 Comprehensive Annual Financial Report by Auditor Mr. D. Lerch of Lerch, Vinci & Higgins, LLP

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Acceptance of 2014-15 Comprehensive Annual Financial Report

Motion: Mrs. DeNova

Second: Mr. Valenti

Discussion: None

Vote: 8-0-1-0

Ayes: Mrs. Antropow, Mrs. Contegiacomo, Mrs. DeNova, Mrs. Lampe, Mrs. Lacognata, Mrs. Melone, Mr. TenKate, Mr. Valenti

Nays: None

Abstain: Dr. Badami

Present: None

Absent: None

Be it resolved: Upon the recommendation of the Superintendent, the Board hereby accepts the Comprehensive Annual Financial Report as prepared by the Superintendent in conjunction with Lerch, Vinci & Higgins for the period of July 1, 2014 through June 30, 2015 as per copies distributed to each Board Member. This Comprehensive Annual Financial Report will be available for review by the public in the Board Office.

Receipt of Auditor's Management Report

Be it resolved: Upon the recommendation of the Superintendent, the Board hereby accepts the Management Report of Administrative Findings – Financial, Compliance and Performance for the period ending June 30, 2015 as prepared by Lerch, Vinci & Higgins as per copies distributed to each Board Member. The Administrative Findings portion of this report is part of the Audit Synopsis which has been made available to all participants of this meeting. This total report will be available for review by the public in the Board Office.

Audit Corrective Action Plan

Be it resolved: Upon the recommendation of the Superintendent, the Board hereby approves the submission and implementation of the Corrective Action Plan for the 2014-2015 Comprehensive Annual Financial Report first year non-compliant issues as listed below.

I. Administrative Practices & Procedures

Board Secretary's and Treasurer of School Monies reports be completed and accepted by Board on a monthly basis

Persons responsible: BA or Board Office Personnel
Treasurer of Schools Monies

Implementation: Immediate

II. Financial Planning, Accounting and Reporting

1) Eliminate the deficit in the General Fund

Review and revise Budget to increase revenue and decrease spending to eliminate any deficit.

Persons responsible: BA, Board Office, Superintendent, Board of Education
Corrective Action Plan to be developed and implemented immediately.

2) Internal Controls – to be enhanced and updated to prevent budgetary over-expenditures

Review existing Internal Controls and revise practice and procedures.

Persons responsible: BA, Board Office

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To be implemented immediately

3) Special Revenue Fund Accounts must reflect 192/193 completion reports

These accounts should properly reflect the Application amounts with project approval amounts as adjustments.

Persons responsible: BA/Board Office with input from CST for IDEA and IDEA

Pre-School Grants, and Superintendent for Title I expenditures and Non Public Representative for all Non public portion of grants.

Implementation shall be completed immediately by examining current Grants and the account status of each.

IV. School Food Services

1) Internal controls enhanced to prevent cash overdrafts – Review procedures for collection, depositing and expending funds for food service program.

Persons responsible: Food Services Manager, BA/Board Office

To be implemented immediately

2) Corrective Action Plan to eliminate deficit in Food Service Fund to be developed in conjunction with Food Service Provider. Review daily participation, food costs, staffing costs and fees charged for services.

Persons responsible: BA/Board Office in conjunction with Food Management Co.

Implementation to be completed by June 30, 2016

Audit Corrective Action Plan for Repeated Recommendations

Be it resolved: Upon the recommendation of the Superintendent, the Board hereby approves the submission and implementation of the Corrective Action Plan for the 2014-2015 Comprehensive Annual Financial Report for repeated non-compliant issues as listed below.

II. Financial Planning, Accounting and Reporting

General Ledger – Monthly reconciliation #'s 3,4 &5 The District shall use only its software package, which conforms to GAAP, for all budgetary revenue and expenditure transactions. All revenues must be timely deposited into the districts account and then recorded into the proper budgetary accounts. EFT must be recorded into the proper budgetary accounts in a timely fashion, within the month received. All expenditures must be done through a proper purchase order system. All purchase orders must be inputted into the software system prior to services being purchased. These accounts shall be reconciled on a monthly basis with a Board Secretary's Report and shall be reviewed with Superintendent and Finance Committee of the Board prior to monthly Board approval. Any account requiring a transfer exceeding 10% shall have prior Executive County Superintendent's approval using the state approved transfer report.

Person Responsible for Implementation: BA/Board Office

These procedures will be implemented immediately.

#6 Bank Accounts – General and Food Service Bank Accounts – shall be reviewed monthly and all outstanding items cleared on a monthly basis. All deposits must be reconciled with bank

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deposit amount and all outstanding disbursements must be noted with an adjusted bank balance recorded. Any adjusting entries must be reconciled and cleared in a timely fashion.
Person Responsible for Implementation: BA/Bd. Sect. & Treas. Of School Monies
Date of Implementation – Effective immediately

#7 Unemployment Trust Fund – All payroll deductions for Unemployment must be deposited into the districts Trust Fund on a monthly basis through Agency Account disbursements. All Claims by the State of NJ Division of Unemployment must be reimbursed from the districts Unemployment Trust Fund and a file of claims along with reimbursement billing kept on file. Any anticipated shortage to this fund must be made through Purchase Order process and charged to the budget line in the 290 accounts for unemployment and placed on a Bills List for disbursement. This disbursement is then deposited into the Unemployment Trust Fund as the Districts contribution when needed.

Person Responsible for Implementation: BA/Bd. Sect.
Date of Implementation – Effective immediately

#8 Special Revenue Fund – All Special Revenue Fund Grants must be adjusted within the districts software to reflect the actual amount of each grant upon completion and submission of each application. Monthly request for reimbursements must be completed and filed for all Grants funding North Haledon programs. Non-public funding programs should be monitored and completed prior to the beginning of each June. Final project completion reports shall be filed with the state in a timely manner.

Person Responsible for Implementation: BA/Bd. Sect.
Date of Implementation – Effective immediately

BOARD OF EDUCATION COMMITTEES

Motion:

Second:

Be it resolved: The Board hereby approves the following committees for the period of January 2016 through January 2017 Reorganization Meeting:

Facilities & Services, Curriculum, Finance, Negotiations, Personnel, Policy, Technology and Public Relations

And be it further resolved: the following shall serve on each committee:

Facilities & Services: Mr. Valenti (chairperson), Mr. Ten Kate, and Mrs. Contegiacomo

Curriculum: Mrs. Melone (chairperson), Mr. Valenti, and Dr. Badami

Finance: Mrs. DeNova (chairperson), Mr. Valenti, and Mr. Ten Kate

Negotiations: Mrs. Contegiacomo (chairperson), Mrs. DeNova, and Mrs. Valenti

Personnel: Mrs. Lampe (chairperson), Mrs. Melone, and Dr. Badami

Policy: Mr. Valenti (chairperson), Mrs. Melone, and Dr. Badami

Technology: Mrs. DeNova (chairperson), Mrs. Lampe, and Mrs. LaCognata

Public Relations: Mrs. Melone (chairperson), Mrs. Lampe, Mrs. LaCognata, and Mrs. Contegiacomo

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Vote:

BOARD OF EDUCATION REPRESENTATIVES

Motion:

Second:

Be it resolved: The Board hereby approves the following representatives for the period of January 2016 through January 2017 Reorganization Meeting:

Board of Recreation – Heather Lacognata
Borough Council – Heather Lacognata
Planning Board – Heather Lacognata
PCSBA/NJSBA – Lucy DeNova
PC Educational Service Commission – Nicholas Coffaro

Vote:

Committee Reports:

Facilities: Mr. Valenti Minor repairs made to Memorial’s boiler. MHS boiler is very old. Currently Working well. Estimate to replace is \$150,000. School bus repairs made. Bus is 14 years old. After 16 years the law requires we retire the bus from use. District is in need of chairs to deter cost of renting them when needed. Looking to possibly purchase 600 chairs and finance over 5 years. Chairs come with 25 year warranty. Lastly, the committee discussed the \$100,000 bond money left and the repairs to the building the money could be used for.

Curriculum: Mrs. Melone The committee met on January 20th and had a presentation from Erich Bassler from the Little Ivy Academy. This is an enrichment program for K-8 students that focuses on a lab based approach. The curriculum of the program is written by a certified teacher. Programs are about curiosity, mastering concepts and fostering confidence in students. Small group instruction with a maximum of 10 students K-2 and maximum of 12 students 3-8. This program will be offered after school with no cost to the district. Tuition will be paid by parents. Classes will be offered at Memorial first. The K-2 program is called Robots in Motion and the 3-4 program is called Game Masters Classic Adventure. Currently, they offer programs in Ridgewood, Saddle River, HoHoKus, Park Ridge and St. Elizabeth’s. Mr. Bassler will be coordinating with Mr. Cofaro and Mrs. Mazzola about programming and sign ups.

Mrs. Petrillo was able to complete the update of the science curriculum with the NGSS Sciences
Grade 6 –Physical Science
Grade 7- Earth
Grade 8- Chemical

The next Step is looking a text book series for middle school. Mrs. Mazzola will be getting the committee samples of the online text series, Discovery Learning.

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Learning Farm is a computer based program for standards instruction that we used last year. The company offered free access for the rest of this year if we sign up for a one year subscription for next year. The cost is \$836 for 18 months of access. Grades who would be using would be:
Grades 3 &4 – LAL & Math Grade 5 – Math only

In view testing took place in grades 2 & 6 A letter has been drafted explaining the test, how it's scored and what the score means.

Memorial report card revisions were discussed. Trimesters vs. four marking periods. The committee felt it would be difficult to align to HMS if Memorial went to trimesters because of Home Economics and Industrial Arts. Final changes to the report card will be made this summer. Real Time quoted cost of \$150 to make changes.

Memorial will be hosting a reading challenge for students. More details will be shared at our next meeting.

Finance: Mrs. DeNova Thank you to Mrs. Merlino for helping out in the business office.

Personnel: Mrs. Lampe – We met on Jan. 20th and discussed the items on the agenda.

Policy: Mr. Valenti – First reading of Alert 207 is on the agenda for approval. Most updates are based on changes to the law. There is a new policy on service animals and changes to the family leave policy. Have new members been given access to Strauss Esmay?

Public Relations: Mrs. Melone – Met on 19th, and began with a discussion about media relations. Mr. Coffaro stated that both the North Jersey paper and Bergen Record have been in contact with him for accurate information.

Mr. Coffaro had created a Superintendent's Newsletter that has been posted to our web page. If any committee has any important news or reminders they would like included in future issues please let us know.

Our committee will be working on developing a Communication Plan internally and externally to be able to provide clear and concise framework for communicating within our school community. The goal of the plan is to improve our communication systems between this Board and the administration, faculty, students, parents and the greater community.

The committee is looking into creating a BOE email blast through Real Time to provide information to parents, specifically in a crisis situation. We are looking into ways to encourage parents to sign up for this district email.

Technology: Mrs. DeNova – Student email accounts are ready and permission slips will be going home. Smartboard and desk top computer repairs occurred. No major updates for PARCC testing. Ticket system is working well. New tech support person beginning Feb. 1st

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Board facebook page was recommended.

Negotiations: Mrs. Contegiacomo – Both the teachers and the Board have representation. Teachers have decided to go to mediation. Board will have legal representation and pay by the hour.

Representative's Reports:

Board of Recreation: Mrs. Lacognata – Baseball and Softball registration is open Jan 9- Feb 7
Late registration Feb 7 -14 for a late fee of \$20

Borough Council: Mrs. Lacognata- Council had a meeting with their attorney in regarg to Manchester and the possible impact to our district.

Planning Board: Mrs. Lacognata – None

PCSBA/NJSBA: Mrs. DeNova - Next meeting Feb. 1st at the Brownstone

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

Accept Reports:

Motion: Mrs Lampe

Second: Mr. Vatlenti

BE IT RESOLVED, that Superintendent's, Committee and Representatives reports be accepted.

Vote: 9-0-0-0

Ayes: All members present

Nays: None

Abstain: None

Present: None

Absent: None

Petition of Citizens –

Motion to Open the floor: Mrs. Lampe

Second: Dr. Badami

Vote: 9-0-0-0

Ayes: All members present

Nays: None

Abstain: None

Present: None

Absent: None

Michael Gratalli: Wants to make Board and public aware of situation a ½ time superintendent could impact a district. Superintendent's responsibilities today are incredible. What if your superintendent

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was a ½ time principal this year. How could he have handled? Your responsibility as a board member is to make sound educational decisions in the best interest of students. 9 districts similar in size to NH all have superintendents and 2 principals. Some even have additional administrators. Superintendent cannot be an instructional leader if he is a principal. The auditor didn't say there was an over expenditure in administration. My prediction is if you cut a principal, your superintendent will burn out and he will be gone. 40% of districts in NH have interim superintendent. I wish you luck in trying to find someone to take the position of Superintendent/Principal.

Mrs. Contegiacomo asked who Mr. Gratalli represents? He responded that he is a state union rep for NJPSA

Joseph Ferrante: Congratulations to new board members. I voted for two of you. Last meeting many people were attacking board members. The current superintendent wasn't here when this all occurred. Superintendent's job is to monitor the BA and now both people are gone. I commend the Board again. Last month intimidating and inappropriate comments were made by the Mayor threatening this Board. "He will get what he wants" is partisan politics. May I remind the Board of Title 18a. This is your bible for the public. You can't know vendors. It's protecting the tax payer. You're bound to make these decisions. You're bound to make these decisions. The superintendent is supposed to go through BA applications and bring three candidates to the personnel committee, who in turn brings a candidate to the full board. The mayor demanding to be on that committee and part of that process is an ethics violation. I am not in favor of interrogating this Board.

Stephanie Macalle: Teachers are willing to meet outside of mediation. Mrs Antropow responded to this comment by adding that when the teachers filed a grievance the Board negotiations team felt it wasn't a message to meet without representation. Ms. Macalle further stated that Mrs. Contegiacomo made a dig and her comments and tone of her email are not appreciated.

Mayor George: Mayor handed out letters for each board member. I am the mayor of NH and my job is to do everything I can to improve the quality of life and maintain a stable tax rate. I've been coming since October. From October till now I have stated repeatedly that I am here to help. I don't think I can control. I have not attacked or intimidated any board member. I have not received answers to questions. How can I go to the council and ask for support without answers? My first amendment rights are to run board members. Dr. Badami came to me. I did solicit Heather. I asked Pete Ten Kate to run. I've know his father. I selected candidates and I will run three candidates this year depending on this Board. I haven't received any email to say stop. I am a voice to 8500 people. I am here because its education at a cost we can afford. When my kids went here we had less administration. My opinion, we can't afford them. Some of my council people feel its ok for the state to come in. A monitor will run the district. We have low class numbers we are proud of. Parents won't be happy. Today you are good people. You hoed me what you are doing. You don't have credibility. Regain credibility by being more open. I want the budget open in public. Your last two choice for BA weren't good. I want to sit and interact with you to make the right choice for a BA. I am asking for answers' to let 6 council people know information to make decisions. People come to me all day long. You can't solve this alone. You need help. I am your hope. Your answers will help me convince the council. Relators tell me that state monitors lower property values and you can't see your home. The police come on their own. Thank you, Lisa, for thanking me for sending them.

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Mrs. Antropow stated her superintendent was under the assumption that due to the situation in the BA's office, he couldn't answer the questions in Mayor George's packet. Mayor George responded not 21 days. Information is needed to bring to the council. Your committee meetings don't work. Your BA and Superintendent have the final word.

Mayor George mentioned the meeting regarding Manchester. Council is going forward with a \$15,000 study to understand facts. If any of you feel threatened by me I apologize. The comments made about me aren't true. Whenever the schools need something, the town steps in and helps. We are working together for one reason.

Ms. Menino: Welcome to our new board members. Library is back in action. My daughter came home with books. Teachers have remained professional and are still smiling. We don't thank them enough.

Michael Gratalli – Why cut a principal when you need thm for I&RS, SGO's PARCC and teacher evaluations.

John Bleeker – Mr. Coffaro, you mentioned that the County Superintendent state we are not even on the radar of the state. The press is here. The mayor mentioned tonight that the state is coming in. Is that a false statement? Please clarify. Public shouldn't leave here tonight thinking the state is taking over. The mayor is intimidating. He supported three candidates, as mayor, and he stated tonight he may run three more. Mayor, don't speak for me as a resident. I think this Board has credibility. I sat in your seat for 6 years. If I can help in any way, I am here. This town does respect you.

Mayor George – Boad is \$245,000 short by end of the year. How do you plan to make payroll? Be careful how we talk. I am elected to talk for everyone. People don't have to like what I am saying.

Anthony Griffo – Is Board going to mediation? Yes Tomorrow evening

Anthony DeNova – If the union wants to talk, sit with them. De-personalize it. If you work with the union they are allies. I do have confidence in the Board of Education, the Mayor and Council and more importantly, this community. Good group of people, we all have same motive we need to weather the storm.

Motion to Close the Floor: Mrs. DeNova

Second: Mr. Valenti

Vote: 9-0-0-0

Ayes: All members present

Nays: None

Present: None

Abstain: None

Absent: None

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New Business

Finance:

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

Motion: Mrs. DeNova

Second: Mr. Valenti

Vote: 9-0-0-0-0

Ayes: All members present

Nays: None

Abstain: None

Present: None

Absent: None

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motion: (1) District Claims; which includes District Payroll for December 23, 2015, January 15, 2016 and January 30, 2016 payroll; (2) Budget Transfers 2015-16 Budget 3) Budget Transfers 2015-16 Budget 4) Acceptance of Board Secretary and Treasurer of School Monies Reports 5) Acceptance of Carryover funds for Title IA and Title IIA; 6) Approval of Agreement with Cumberland Therapy Services to provide speech and language services.

1) Approval of District Claims

BE IT RESOLVED, that the attached list of claims in the amount of \$ be approved for payment immediately or as funds of this Board become available. This list includes the following payments per General Fund 10 & 11: \$1,047,565.79; Special Revenue Fund 20: \$35,185.80; and Food Service Fund 50: \$28,259.22.

2) Budget Transfers 2015-16 Budget

BE IT RESOLVED: That all transfers prior to January 15, 2016 be voided and the budget be returned To its original amounts.

3) Budget Transfers 2015-2016 Budget

BE IT RESOLVED: Transfers on the attached list be applied to the 2015-16 school budget.

4) Acceptance of Board Secretary and Treasurer of School Monies Reports

BE IT RESOLVED: Board Secretary and Treasurer of School Monies Reports be accepted for:

July 2015

August 2015

September 2015

October 2015

November 2015

December 2015

And there totals be spread in the minutes.

5) Acceptance of Carryover funds for Title IA and Title IIA

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BE IT RESOLVED: Upon approved 2015 NCLB Final Report completion the following carryover Amounts are to be applied to an amendment to the 2016 NCLB application. Title IA \$15,448 and Title IIA \$14,087.

6) Approval of Agreement with Cumberland Therapy Services to provide speech and language services.

BE IT RESOLVED, upon the recommendation of the Superintendent and subject to attorney review, the Board hereby approves the agreement with Cumberland Therapy Services to provide speech and language services for students, for the period beginning February 1, 2016 and ending May 13, 2016, at a rate of eighty-five (\$85.00) dollars per hour for a maximum of six and one-half (6.5) hours per day when school is in session.

Technology:

No Technology Motions for the Board's consideration this evening.

Personnel:

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

Motion: Mrs. Lampe

Second: Dr. Badami

Vote: 9-0-0-0-0

Ayes: All members present

Nays: None

Abstain: None

Present: None

Absent: None

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motions: 1) Appointment of Middle School Science Teacher- John Abdelmalak; 2) Appointment of K-8 Music Teacher- Emma Seuffert; 3) Appointment of Elementary Maternity Leave Position- Miss Stephanie Mont; 4) Appointment of Special Education Teacher- Miss Shannon Knapp; 5) Accept the resignation of Part-Time Instructional Aide- Mrs. Heather Powell; 6) Accept the resignation of Special Education Teacher- Miss Rachel Parent; 7) Appointment of PT Instructional Aide- Zonia Meneses; 8) Appointment of PT Instructional Aide- Mirieh Alain; 9) Appointment of Full-Time Instructional Aide- Elizabeth Bobrowski; 10) Approval of Home Instruction; 11) Approval of Student Teacher; 12) Appointment of District Wide Affirmative Action Team; 13) Appointment of Affirmative Action Officer; 14) Approval of the 3-Year Comprehensive Affirmative Action Equity Plan/Checklist; 15) Approval of Sub List; 16) Appointment of Consultant to Business Office.

1) Appointment of Middle School Science Teacher

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BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Board hereby approves, retroactively, the appointment of John Abdelmalak as Middle School Science Teacher, BA Step 1 at a salary of \$51,114 effective January 11, 2016.

2) Appointment of K-8 Music Teacher

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Board hereby approves, retroactively, the appointment of Emma Seuffert as K-8 Music Teacher, BA Step 1 at a salary of \$51,114 effective January 11, 2016.

3) Appointment of Elementary Maternity Leave Teacher

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Board hereby approves, retroactively, Stephanie Mont as Grade 3 Elementary Maternity Leave teacher effective January 26, 2016 till June 23, 2016 at a substitute pay rate of \$100 per day for 20 days, thereafter to BA Step 1 on salary guide at \$51,144.

4) Appointment of Special Education Teacher

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Board hereby approves the appointment of Shannon Knapp as Middle School Special Education Teacher, BA Step 1 at a salary of \$51,144 effective February 4, 2016.

5) Accept the resignation of Heather Powell, Part-Time Instructional Aide

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Board hereby approves the resignation of Heather Powell, Part-Time Instructional Aide, effective December 23, 2015.

6) Accept the resignation of Rachel Parent, Middle School Special Education Teacher

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Board hereby approves the resignation of Rachel Parent, Middle School Special Education Teacher, effective January 22, 2016.

7) Appointment of Part-Time Instructional Aide

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Board hereby approves the appointment of Zonia Meneses as Part-Time Instructional Aide at 3 hours per day at \$16.00 per hour, effective January 28, 2016.

8) Appointment of Part-Time Instructional Aide

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Board hereby approves the appointment of Mirieh Alain as Part-Time Instructional Aide at 3.5 hours per day at \$16.00 per hour, effective January 28, 2016.

9) Appointment of Full-Time Instructional Aide

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Board hereby approves the appointment of Elizabeth Bobrowski as Full-Time Instructional Aide at 6.5 hours per day at \$16.00 per hour, effective January 28, 2016.

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10) Approval of Home Instruction

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Board hereby approves, retroactively, Home Instruction Services through the Passaic County Educational Services Commission at a rate of \$60.00 per hour at 5 hours per week, effective December 21, 2015.

11) Approval of Student Teacher

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Board hereby approves Student Teacher – Sarah Butera – from Caldwell College to observe K-5 classes for total of 60 hours, approximately 5 hours per week from January 2016 to May 2016.

12) Approval of District Wide Affirmative Action Team

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Board hereby approves the following members of the Affirmative Action Team for the 2016-2017 School Year:

- Mrs. Michele Mazzola, Supervisor
- Mr. Giovanni Giancaspro, Principal
- Mr. Nicholas S. Coffaro, Superintendent

13) Approval of Affirmative Action Officer

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Board hereby approves Mr. Giovanni Giancaspro – High Mountain School Principal – as Affirmative Action Officer for the 2016-2017 School Year.

14) Approval of the Comprehensive Affirmative Action Equity Plan/Checklist

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Board hereby approves the 3-Year Comprehensive Affirmative Action Equity Plan/Checklist effective September 1, 2016-2017 School Year.

15) Approval of Sub List

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Board hereby approves substitute list provided by Passaic County Educational Services Commission for the month of January 2016.

16) Appointment of Consultant to Business Office

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Board hereby approves the appointment of Virginia Merlino as a Consultant to the Business Office for ten (10) hours a week at the rate of one-hundred (\$100.00) per hour, no benefits, for the remainder of the 2015-2016 school year or for such shorter period of time as the Board determines to be in the best interest of the North Haledon School District, subject to the execution of a contract acceptable to the Board attorney.

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Policy:

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

Motion: Mr. Valenti
Second: Mrs. Malone
Vote: 9-0-0-0-0
Ayes: All members present
Nays: None
Abstain: None
Present: None
Absent: None

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

1) Policy Alert 207- First Reading:

1240- Evaluation of Superintendent Policy & Regulation (M)
3221- Evaluation of Teachers- Policy & Regulation (M)
3222- Evaluation of Teaching Staff Members, excluding Teachers & Administrators- Policy & Regulation (M)
3223- Evaluation of Administrators, excluding Principals, Vice Principals, and Assistant Principals- Policy & Regulation (M)
3224- Evaluation of Principals, Vice-Principals, and Assistant Principals Policy & Regulation (M)
3431.1- Family Leave- Policy (M)
4431.1- Family Leave- Policy (M)
5337- Service Animals – Policy (New)
5516- Use of Electronic Communication and Recording Devices (ECRD)- Policy (M)

Curriculum:

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

Motion: Mrs. Malone
Second: Mrs. Lampe
Vote: 9-0-0-0-0
Ayes: All members present
Nays: None
Abstain: None
Present: None
Absent: None

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

1) Travel and Related Expenses; 2) Little Ivy Academy (STEAM Program); 3) Grade 8 G&T Trip (location change).

1) Travel and Related Expenses

Approve reimbursement and expenses, previously approved by the Superintendent for the following staff training, workshops, conventions, conferences and/or seminars as they are directly related to and within

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the scope of participant’s duties and are 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

2) Little Ivy Academy (STEAM Program)

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Board hereby approves Little Ivy Academy (STEAM Program) at Memorial School for a 7-week program (7 classes) beginning February 8, 2016 and ending on April 4, 2016 for K-4 families who are interested in participating.

3) Grade 8 Gifted and Talented Trip (location change)

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Board hereby approves Grade 8 G&T Trip (location change) to Pompton Lakes (originally approved for Passaic) on February 1, 2016.

Facilities & Services:

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

- Motion: Mr. Valenti
- Second: Mrs. Contegiacomo
- Vote: 9-0-0-0-0
- Ayes: All members present
- Nays: None
- Abstain: None
- Present: None
- Absent: None

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

1) Approval of District Facilities Use.

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

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Organization	Date	Times	Location	Purpose
NH PTO Kindergarten Carnival	Tues. April 12, 2016 & Wed. May 25, 2016	7:30pm to 8:30pm	Memorial School Cafeteria	Meeting to plan K-Carnival with Kindergarten parents.
NH PTO Safety Town	Mon. to Fri. July 18 th -22 nd , 2016	8:30am to 12:00pm	Memorial School Auditorium/Gym & Multi-Purpose Room	Designed for incoming Kindergarten students to learn about traffic safety, playground rules, etc.
NH PTO Kindergarten Carnival	Thurs. May 26, 2016 (w/ rain date on Tues. May 31, 2016)	7:00am to 3:00pm	Memorial School Blacktop & Playground (9-11) Cafeteria (11- 11:45), & Auditorium/Gym (12-1)	Kindergarten Carnival
Jersey Lakeland Region of the Vintage Chevrolet Club of America	Fri. May 27, 2016 to Sun. May 29, 2016	8:00am to 5:00pm	High Mountain School Field Use & Parking Lots	Antique Car Show
Little Ivy Academy	All Mondays Feb. 8, Feb. 22, Feb. 29, Mar. 7, Mar. 14, Mar. 21, & Apr. 4	3:00pm to 4:10	Memorial School Classrooms (2)	STEAM Program

Old/New Business:

ADJORN TO CLOSED SESSION:

WHEREAS, Chapter 231, 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,

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 purposes of :

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Receive attorney advice regarding

2. The matters discussed will be made public when the need for confidentiality no longer exists.
3. Action may be taken.

PRIVATE SESSION

Motion: Mrs. Contegiacomo

Second: Dr. Badami

Time: 10:34 p.m.

Vote: Unanimous Voice Vote

Mr. TenKate, Mrs. Lacognata and Mrs. Lampe had conflicts and did not attend private session.

During Private Session the email exchange between Mrs. Antropow, Mrs. Contegiacomo and Ms. Macalle was reviewed and shared. Need an approval of a plan before we negotiate with teachers. Without BA it's difficult to determine percent's for increases. Team is looking to meet without represenatition if teachers are in agreement.

Re-open Public Meeting

Motion: Mr. Valenti

Second: Mrs. Contegiacomo

Time: 11:19

Vote: Unanimous Voice Vote

Unfinished Business-

ADJOURNMENT

Motion: Mrs. Conteigacomo

Second: Mr. Valenti

Time: 11:20 p.m.

Vote: Unanimous Voice Vote

Respectfully submitted:

Michele Malone: Bd. Member.