

**BOARD OF EDUCATION
BOROUGH OF NORTH HALEDON**

***Reorganization Meeting Minutes
January 6, 2016***

FORMAL ACTION MAY BE TAKEN AT THIS MEETING

CALL TO ORDER

TIME: 7:30pm

Location: Memorial School

Flag Salute

Roll Call

Mrs. Melone, Mr. Valenti, Mrs. Contegiacomo, Mrs. DeNova and Mrs. Antropow

Absent

Mr. Gorga, Mr. Jordan, Mrs. Koblick, Mrs. Lampe

Others Present:

Mr. Coffaro, Superintendent and Mrs. Lordi, Board Attorney

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, January 13, 2015, 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.

APPOINT MRS. DE NOVE TO TAKE MEETING MINUTES:

Motion: LA

Second: DC

Vote: 5-0

APPOINT THE BOARD SECRETARY AS TEMPORARY CHAIR TO CONDUCT ELECTION OF OFFICERS:

Motion: LA

Second: DC

Vote: 5-0

CERTIFICATION OF ELECTION RESULTS

The general election, which included the results for the Annual School Board Election of the Borough of North Haledon was held on **November 3, 2015** pursuant to notice given and in accordance with current school law. There were four polling places within the district, Covenant Christian Church, Living Word Reformed Church, North Haledon Municipal Building and Grace Bible Church.

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BE IT RESOLVED, that the North Haledon Board of Education acknowledges the results of the General election, which included the results for the Annual School Board Election, held on **November 3, 2015**, for membership to the Board of Education as follows:

<u>Names of Candidates</u>	<u>Term</u>	<u># Votes</u>
Heather LaCognata	3	1,087
Peter P. Tenkate	3	1,022
Chirag D. Badami	3	742

Write In Candidates

Others 6

Oath of Office

Mayor Randy George administered the Oath of Office to the three candidates.

Whereas, at the general election, which included the results for the Annual School Board Election, held on Tuesday November 3, 2015, the legal voters of the North Haledon School District duly elected Mrs. Heather LaCognata of 43 Grandview Drive, Mr. Peter E. Ten Kate of 29 Spring Brook Avenue, and Dr. Chirag D. Badami of 11 Briarwood Way, to membership on the North Haledon Board of Education; and Whereas; Mrs. Heather LaCognata, Mr, Peter E. Ten Kate, and Dr. Chirag D. Badami have taken and subscribed to the required oath of office as administered by Mayor Randy George. Therefore, be it resolved that Mrs. Heather LaCognata, Mr. Peter E. Ten Kate, and Dr. Chirag Badami, are accepted and seated as members of the North Haledon Board of Education effective January 6, 2016.

Motion: RL
Second: LA
Vote: 8-0

Roll Call

Mrs. Antropow, Dr. Badami, Mrs. Contegiacomo, Mrs. DeNova, Mrs. Lampe, Mrs. LaCognata, Mrs. Melone, Mr. Ten Kate, Mr. Valenti.

MOTION FOR THE ELECTION OF PRESIDENT

BE IT RESOLVED: By Order of the North Haledon Board of Education, the floor is now open for nominations for President.

MOTION: LA
SECOND: LD
VOTE: 8-0

CALL FOR NOMINATIONS

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The following persons are hereby nominated for Office of President of the North Haledon Board of Education:

NAME: Mrs. Lisa Antropow
NOMINATED BY: Mrs. Lucy De Nova
SECONDED BY: Mr. Paul Valenti

MOTION TO CLOSE NOMINATIONS FOR PRESIDENT

BE IT RESOLVED: The North Haledon Board of Education hereby closes nominations for the Office of President.

MOTION: DC
SECOND: LD
VOTE: 8-0

OFFICIAL VOTING FOR PRESIDENT

BE IT RESOLVED: The Board hereby directs the Board Secretary to cast one (1) ballot on behalf of **Mrs. Lisa Antropow** for President of the North Haledon Board of Education.

MOTION: LD
SECOND: DC
VOTE: 8-0

THE NEWLY ELECTED PRESIDENT WILL OCCUPY THE CHAIR.

The President will request nominations for the office of Vice-President of the North Haledon Board of Education

MOTION FOR ELECTION OF VICE PRESIDENT

BE IT RESOLVED: By order of the North Haledon Board of Education, the floor is now open for nominations for Vice President.

MOTION: LD
SECOND: DC
VOTE: 8-0

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CALL FOR NOMINATIONS

The following persons are hereby nominated for Office of Vice President of the North Haledon Board of Education:

NAME: Mrs. Michelle Melone
NOMINATED BY: Mrs. Lucy De Nova
SECONDED BY: Mr. Paul Valenti

MOTION TO CLOSE NOMINATIONS FOR VICE PRESIDENT

BE IT RESOLVED: By Order of the Board, the nominations for Vice President of the North Haledon Board of Education are closed.

MOTION: LD
SECOND: DC
VOTE: 8-0

OFFICIAL VOTING FOR VICE PRESIDENT

BE IT RESOLVED: The Board hereby directs the Board Secretary to cast one (1) ballot on behalf of **Mrs. Michelle Melone** for Vice President of the North Haledon Board of Education.

MOTION: DC
SECOND: LD
VOTE: 8-0

ACTION ITEMS

Annual Board Resolutions: – Required for the Annual Organization of the Board of Education:

The Board President recommends the following motions for approval by the Board.

Motion: PV
Second: MM
VOTE: 8-0

1) Acknowledgement of Code of Ethics for School Board Members (2) Board Meeting Calendar 3) Designation of Official Newspapers 4) Adoption of Policies and ByLaws; (5) Designation of Depositories and Signees

1) **BE IT RESOLVED**, that the Board of Education acknowledges the authority of the Code of Ethics for School Board members stated at N.J.S.A. 18A:12-24.1.

2) **Board Meeting Calendar:**

BE IT RESOLVED: That the Work Sessions and Regular Meetings for the North Haledon Board of Education will be held in accordance with the following schedule which will be distributed to each Board Member, the Public and spread in the minutes and be it further

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resolved: Formal action may be taken at all Board Meetings which shall be held at the schools as indicated and shall begin at 7:30 p.m. unless advertised differently **and** shall be open to the public under the sunshine law.

January 27, 2016	Regular Meeting	High Mountain
February 24, 2016	Regular Meeting	Memorial
March 16, 2016	Workshop Meeting	High Mountain
March 23, 2016	Regular Meeting	Memorial
April 27, 2016	Regular Meeting	High Mountain
May 25, 2016	Regular Meeting	Memorial
June 22, 2016	Regular Meeting	High Mountain
July 20, 2016	Regular Meeting	Memorial
August 24, 2016	Regular Meeting	High Mountain
September 21, 2016	Regular Meeting	Memorial
October 19, 2016	Regular Meeting	High Mountain
November 16, 2016	Regular Meeting	Memorial
December 21, 2016	Regular Meeting *6:30p.m.	High Mountain

AND BE IT FURTHER RESOLVED, that the Notice of Public Meeting is adopted with the following procedures:

- Section 1** The Regular Monthly Public Meetings at which formal action will be taken are to be held as per the schedule of meetings at 7:30 p.m. Meetings to be held in either High Mountain School or Memorial School as listed. The detailed meeting schedule will be attached to the minutes of this meeting.
- Section 2** The annual notice for the Borough of North Haledon Board of Education Meetings will be published in The Hawthorne Press and The Star Ledger and will be filed with the Municipal clerk of the Borough of North Haledon and the County Superintendent's Office.
- Section 3** The President of the Board will announce and have placed in the minutes of each meeting, a statement indicating that the notice requirement of the law has been satisfied stating the time, place and manner in which the required notice was provided.
- Section 4** Only emergency meetings may be held, if required and as permitted by law, without complying with the notice requirements of the law.
- Section 5** The Borough of North Haledon Board of Education will hold closed sessions only to discuss those matters which are specifically exempt from the law.

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Section 6 Before retiring to closed session, the Board will adopt a resolution indicating the general nature of the subject to be discussed at the closed session and if and when that discussion can be disclosed to the public.

Section 7 Appropriate minutes will be kept of all meetings including the time and place for the meeting, members present, method of notice of the meeting and the subjects considered. Minutes once adopted by the Board of Education will be available for public inspection, except as to items which are specifically exempt for disclosure by law.

Section 8 Public participation will be allowed at all public meetings of the Board.

Section 9 this resolution shall take effect immediately.

3) Designation of Official Newspapers

BE IT RESOLVED that the Board approves the following item:

To authorize The Hawthorne Press and The Star Ledger be adopted as the official newspapers to be used for the advertisement of meetings and legal ads and all other necessary public notifications for the 2016-2017 school year.

4) Adoption of Policies and ByLaws

BE IT RESOLVED, that the Board of Education approves all of the Official Board of Education ByLaws and Policies as per the detailed policies currently found in the North Haledon Board of Education Official Policy Manuals, which, are on the file and available for public review and inspection in the Administration Offices at Memorial School, 201 Squaw Brook Road, North Haledon, New Jersey 07508 (on file in the office of the Board Secretary).

5) Designation of Official Depositories and Signees

BE IT RESOLVED, that the Board of Education of the Borough of North Haledon¹ designates the following Institution as Depository of District Funds for the 2016 calendar year:

Lakeland Bank

¹ Inadvertently identified as “Haledon” in the original copy of this resolution, which has been corrected.

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BE IT FURTHER RESOLVED, that the Board approve the following list of signers for accounts held by the North Haledon Board of Education² at Lakeland Bank.

General Account – Signature Required

Any three of the following persons:

1. President or Vice-President
2. Board Secretary
3. Treasurer

Cafeteria Checking Account – Signature Required

Any two of the following lines of persons

1. President or Vice-President
2. Board Secretary

Student Activity Account– Signature Required

Any two of the following lines of persons

1. Principal
2. Assistant Principal
3. Secretary

Payroll Agency Account - Facsimile Required

All of the following persons:

1. Board Secretary
2. Treasurer

Payroll Account - Facsimile Required

All of the following persons:

1. Treasurer

Unemployment Insurance Trust Account – Signature Required

Any two of the following persons:

1. President or Vice-President
2. Board Secretary

Memorial School Petty Cash Account – Signature Required

Any one of the following lines of persons

1. Principal
2. Assistant Principal

High Mountain School Petty Cash Account – Signature Required

Any one of the following lines of persons

1. Principal
2. Assistant Principal

Business Office Petty Cash Account – Signature Required

Any one of the following lines of persons

1. Business Administrator
2. Assistant Business Administrator

² Inadvertently identified as another board of education in the original copy of this resolution, which has been corrected.

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PETITION OF CITIZENS

Motion to Open the floor: RL
Second: DC
Vote: 8-0

Randy George, 123 Oakwood Ave
Mayor - North Haledon

Mr. George handing a packet to all the Board Members which included various communications he has had with the Superintendent, council members during the last few months. The packet was also distributed to the North Haledon Council members, PTO President and Teachers Union Representatives.

Mr. George stated he just received the detailed budget the previous day after several requests. And he is not sure if the shortfall for the 14/15 school year of \$452,000 is correct.

Mr. George said he would like to raise the taxes in the town to help the district.

Mr. George would like to eliminate administrators to save monies in the budget.

He asked Mr. Caffaro if there is an Action Plan. Mr. Caffaro stated there was and he will provide it once it is provide to the Board of Education (“the Board”)

Mr. George stated that the former Business Administrator (BA) received \$35,000 compensation upon resigning.

Mr. George is encouraging the public to help search for a BA and he would like open public meetings on the budget.

He sated a young child brought a hammer to school and he does not want children to bring weapons to school. The district should have a meeting at Memorial and High Mountain school

Donna Puglisi – 65 Magnolia Way
Councilwoman – North Haledon

Ms. Puglisi asked for the final amount short in the budget. Mr. Caffaro stated he is not prepared to answer.

Ms. Puglisi asked if there are more bills ‘in drawers’. Mr. Caffaro stated he is not prepared to answer.

Ms. Puglisi asked was the last negotiated contract. Ms. Antropow stated it was a three-year contract that ended June 2015.

Ms. Puglisi asked what the raises were in that contract. Ms. Antoropow stated the following

2012/13 year – 0%

2013/14 year – 2.6%

2014/14 year – 2.85%

Ms. Puglisi asked for the following information to be provided to her by the School Office:

- Salaries, including benefits, and contracts for teachers and administration, including the last three Business Administrators.

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George Pomianek - 64 Moccasin Road
Councilman – North Haledon

Mr. Pomianek stated he wanted to see what happened in the past so it is not repeated in the future. Mr. Pomianek has been appointed to Finance Chair for North Haledon Council and wants to work with the Board

Elizabeth House - 32 Richard Street

Mrs. House asked for the status of the music teacher replacement.

Mr. Coffaro responded that he has a candidate that can hopefully start next Monday.

Joseph Stasso

Former North Haldon School Board member

Mr. Stasso asked who is the Finance Chair and members.

Lisa Antropow responded that the committees have not been selected yet.

Shubha Hegde – 70 Magnolia Way

Mrs. Hegde asked who the 6th grade Science teacher will be.

Lisa Antropow responded that the Board has a candidate and they will start on Monday, January 11th.

Anthony Griffo – 10 Onyx Terrace

Former Manchester School Board member

Mr. Griffo asked why the Board is looking for an Interim BA and not a Full Time BA?

Mr. Coffaro responded that the Board is looking for either.

Mr. Griffo asked when Mr. Coffaro will inform the Board about new teachers and Action Plan.

Mr. Coffaro stated he will discuss at Committee level first.

Mr. Griffo asked when if Teacher Mediations were going on?

Mrs. Antropow responded “Yes”

Mr. Griffo asked if in the Budget were any line items adjusted (i.e. transferred)?

Mr. Coffaro responded that we cannot answer that at this time.

Dennis Marco – 57 Hunter Road

Councilman – North Haledon

Mr. Marco stated the Board should get information to the North Haledon Council as quickly as possible due to time constraints/pressures on the council side. Mr. Marco agrees that the school is the town’s biggest asset.

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Joseph Ferrante – 87 Magnolia Way
Former North Haledon Police Chief

Mr. Ferrante asked what caused the shortage in the 14/15 School Year

Mrs. De Nova responded that it was \$330K special education, 70K legal fees and \$50K computer lease payments.

Mr. Ferrante asked what the Board did when they found out about the shortage.

Mrs. Antropow stated that the Board alerted the public.

Mr. Ferrante commended the Board for doing that.

Ron Tattersall – 24 Schnell Court

Where does the buck stop for the Board. In the town, it is the Mayor.

Mrs. Melone responded that the Superintendent recommends and the Board votes. There were safeguards put in place to prevent this situation, but the safeguards failed.

Donna Puglisi – 65 Magnolia Way
Councilwoman – North Haledon

Ms. Puglisi stated that if the Safeguards were the BA, Superintendent and Auditor, they should all be fired.

Joseph Stasso

Former North Haldon School Board member

Why is there no communication with the Mayor and give him what he is asking for?

Mr. Coffaro responded that this is a new year and he is looking to ‘right the ship’

Ray Melone – 11 Roosevelt Avenue
Councilman – North Haledon

Mr. Melone stated that Michelle Melone (NH Board Member) is his wife and he will recuse himself from any council vote on assisting the Board financially.

He stated that he is a CPA and the although there was a shortfall in the 14/15 budget, those costs were still real costs and should have been in the budget. If they were in the budget, appropriated cuts could have been made to not have a shortfall. The people that should have been blamed for this are no longer here.

He continued that his wife is 100% devoted to the school board and puts in many hours in her position as a board member.

John Bleeker - 23 Lee Drive
Former School Board member and President

Mr. Bleeker offered his support to provide assistance. He added that the auditor Lerch, Vinci & Higgins is a well-respected firm

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Bruce Iacobelli – 18 Sturr Street
Former Councilman – North Haledon

Mr. Iacobelli stated that we are all her for fiscal responsibility. A resident with a special needs child contacted him with concern about special ed reductions due to the budget.

Mr. Coffaro responded that we will need the needs of all children.

Mrs Antropow added that if a child’s IEP says to send a child out of district, the Board will fulfill those needs.

Randy George, 123 Oakwood Ave
Mayor - North Haledon

Mr. George stated that the shortfall happened because no one was paying attention to the bills. Mr. George asked what happened to the BA if she was fired or did she quit.

Mrs. Lordi responded that one cannot assume what has or has not been done. There is a limit on what the Board can say on a person’s conduct.

Mrs. Antropow said she could not answer that question. But she added that the Board looked into her bond. The former BA’s bond was for \$100K. The bond company said they never came across a situation like this and they contacted the insurance company.

Mrs. Antropow received a call from the insurance company on 12/31/15 stating the bond will not cover the BA because there was no fraud. The insurance company will submit a formal letter stating this.

Mr. George commended Mr.s Antropow for this update.

He further stated to stop the committees and meet as a whole. Every Board member should know what is going on. And Mr. George encourages the board to be more transparent.

He stated the Mr. Coffaro runs the district and we should all trust him or get rid of him. He recommends to “give him a shot”.

Donna Puglisi – 65 Magnolia Way
Councilwoman – North Haledon

Ms. Puglisi wanted to clarify to the public the difference between a “State Monitor” vs “State Run District”

A state monitor only monitors the fiscal side of the school district while a state run district is like Paterson.

Mr. Coffaro stated he has been in contact with Glenn Forney, Director of the NJ State Monitors. He added that we are ‘not in the radar to get a State Monitor’.

Mr. Lordi added that no monitor has been assigned.

Mr. Coffaro stated he will have a plan by end of January and that he forwarded a letter form the County Superintendent, Bob Davis, to the Board.

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Randy George, 123 Oakwood Ave

Mayor - North Haledon

Mr. George added that he spoke to County Superintendent, Bob Davis, and he is a 'genius'.

Dorothy Contigiacomo

North Haledon School Board Member

Mr. Contigiacomo address Mr. Coffaro stating she sent him an email with one follow up but there was no reply.

She asked where does the District stand with re-registration.

Mr. Coffaro stated that manpower is needed to complete the re-registration and right now we just don't have it. We will address it when the BA is hired.

Mrs. Contigiacomo asked when will the Board hear about the Action Plan?

Mr. Coffaro stated that it will be before January 27th.

Mrs. Contigiacomo asked said she also asked about the Bond on the former BA in her email. And thanked Mrs. Antropow for the previous update.

Mrs. Contigiacomo asked about the incident that occurred at HMS.

Mr. Coffaro responded that there has been no follow up and he spoke to the president when it happened. The building administrators have been in discussion and met with the 8th grade to discuss Safety and Security. Safety and Security in our schools is top priority.

Anthony Griffo – 10 Onyx Terrace

Former Manchester School Board member

Mr. Griffo asked when the Board will meet on the Action Plan?

Mr. Coffaro stated the Board will meet at committee level first.

Mrs. Antropow added that the committees have not been selected yet.

Donna Puglisi – 65 Magnolia Way

Councilwoman – North Haledon

Ms. Puglisi wanted to know why the committees have not been selected yet and the Board President should do it now at the meeting.

Mrs. Antropow responded that the reason the committees were not selected prior to the Re-org meeting is that she did not know she would be president. And that now that she is, she needs to meet with the three new board members to see where their skill sets and interests are before assigning them to a committee.

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Karen Nurminen – 41 Dykers Farm Road

Ms. Nurminen asked if the teachers came in the day after the last day of school? Because if they did, they could help with the re-registration.

Mrs. Antropow responded that the last day of school is a Professional Development day.

Anthony Griffo – 10 Onyx Terrace

Former Manchester School Board member

Mr. Griffo offered his services to the Board in hiring a BA since he has experience with being on a school board.

CLOSE THE FLOOR

MOTION: DC

SECOND: PV

VOTE: 8-0

Unfinished Business

Mrs. Contigiacomo asked if the Board can go into Executive Session to discuss the issue with the emails to the Superintendent.

Mrs. Lordi stated that this cannot be done since Mr. Coffaro did not receive a Rice Notice.

Mr. Coffaro said he waives his right to be riced.

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 the purpose of:

To receive attorney advice on emails between Board members and the Superintendent.

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

PRIVATE SESSION

Motion: DC
Second: PV
Vote: 8-0
Time: 9:25pm

Re-open Public Meeting

Motion: RL
Second: DC
Vote: 8-0
Time: 9:59pm

ADJOURNMENT

Motion: RL
Second: DC
Vote: 8-0
Time: 9:59