

**BOARD OF EDUCATION
BOROUGH OF NORTH HALEDON**

Agenda

Public Meeting

June 29, 2016

CALL TO ORDER

TIME: 7:30 (actual start time 7:49pm)

Location: High Mountain School

Flag Salute

Roll Call

Dr. Badami, Mr. Colli, Mrs. LoCognata, **Mrs. Lampe (absent)**, Mrs. Manning, Mr. Ten Kate, Mr. Valenti, Mrs. DeNova, and Mrs. Melone.

Other Present: Mr. Coffaro, Superintendent of Schools/Acting Board Secretary; Ms. Lordi, Board of Education Attorney

OPEN PUBLIC MEETING NOTICE: Read by Michelle Melone

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, which has been designated as the Board's official newspaper, and to The Star Ledger and Bergen Record, 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.

Motion for Michele Manning to record the minutes: Lucy DeNova

Second: Heather LaCognata

Vote: 8-0

Superintendent's Report (to include):

HIB: There were a total of 3 investigations in the month of June, all of which were substantiated.

Enrollment: A total of 648 students in the North Haledon district. We had a significant drop in enrollment from May at 682 to June at 648.

MEMORIAL SCHOOL:

- Kindergarten a total of 68
- 1st grade: 73
- 2nd Grade: 75
- 3rd grade: 70
- 4th grade 82

HIGH MOUTNAIN SCHOOL

- 5th grade: 75
- 6th grade: 73
- 7th grade: 69
- 8th grade: 63

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Sale-Lease: Lakeland Bank made the transfer of \$250,000.00 into the general account this month.

BA Position: 1 Candidate has been chosen and was discussed in Personnel.

Communications:

Letter- Insurance Claim: Borough of Assembly Bill A268 submitted was discussed in closed session.

Letter- Mayor: The BOE has received a letter of request for information, which was discussed in closed session.

Letter- Borough of North Haledon: 8th Grade submitted a letter to bring a substance abuse program to the school in which they will help.

THANK YOU to The North Haledon Education Foundation for their donation of \$24,356.02 for 2016 grants!
We are very grateful for your support!

Committee Reports:

Facilities: Mr. Valenti : No Report

Curriculum: Mrs. LaCognata:

- Looking to approve 675 licenses for Discovery Tech Book at \$21/per Student for 2 years. The total is \$14,175.00. Money is allotted for this in the budget. Mrs. Mazzzola is looking into Professional Development (PD) for teachers. PD is included in the quoted price.
- 2016-2017 Approval of calendar tabled for this month as there changes due to Teacher contract negotiations.

Finance: Mrs. DeNova

- Finance met on Monday, June 27, 2016 and discussed the Sale to Lease program. The first payment will be in August for \$5,000 for 2016-2017 and another payment of \$67,000 next August for 2017.
- Finance also discussed the Business Administrator position and wishes to thank NHEF once again for their generous donation.

Personnel: Mrs. Lampe

- Discussed many items on the agenda in depth about the Business Administrator position. As well as summer school, staff and resumes of teachers.

Policy: Mr. Valenti

- Policy Committee met on June 27, 2016 and reviewed three policies that will be put on the agenda for next month's meeting.

Public Relations: Mrs. Manning

- Discussed meeting for blackboard app which will be held on July 11, 2016

Technology: Mrs. DeNova

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- Discussed meeting for blackboard app which will be held on July 11, 2016

Negotiations: Mrs. Melone

- Negotiation Committee met with the teachers June 16, 2016. We are fine-tuning the language in the contract and establishing new salary guides, they are very close.

Representative's Reports:

Board of Recreation: Mrs. Manning: Meeting was canceled for the month of June for lack of quorum.

Borough Council: Mrs. Lacognata: Approved their budget with an overall tax increase including the county, Manchester and our local schools of \$100 to the average home assessed in the borough of North Haledon.

Planning Board: Mrs. Lacognata: There was one application that was approved for 3 homes to be built on Ballantine Dr.

PCSBA/NJSBA: Mrs. DeNova: No meetings for this month.

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

Accept Reports:

Motion: Heather LaCognata

Second: Chirag Badami

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

Vote: 8-0

Petitions of Citizens

Motion to open the floor: Lucy DeNova

Second: Heather LaCognata

Vote: 8 -0 / 7:53 pm

- Roseanne Taormina questioned as to whether or not any more resolutions would be put on the agenda after the closed session? A: There will not be any other resolutions.
- Cyndi Cavagnaro asked if there would be a music program for next year? A: There will be a music program for the 2016-2017 school year.

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- Evelyn Mannino asked if there would be a “re-registration” A: In the absence of a BA right now the BOE has not discussed as a whole committee. Possibly will look to select certain grades over the summer.
- Evelyn Mannino asked if the BOE would be filling the position of Supervisor that Mrs. Mazzola occupied? A: No we are not.
- Evelyn Mannino asked if there would be a re-structuring of the number of classes and when will that be decided? A: At this point the BOE does not have the info to comment, as this is an ongoing thing.
- Elisabeth House: What is the status of the Guidance Counsellor? A: Our goal is to try to get the posting up after this June meeting.
- Lauren Primavera had a few more questions relating to the Chromebooks we are looking to get for the 8th grade class.
- Lauren Primavera asked why the break before Easter and not after Easter as it’s been in the past? A: Due to the PAARC window changes had to be made to the calendar which has not been official approved as of yet.
- Lauren Primavera questioned whether or not there was a policy in regard to boys’ facial hair, because she feels it does not look appropriate. A: We have no policy on facial hair.
- Lauren Primavera: Questioned the pay that the BA would be receiving as an interim BA.
- Kim Tanis: Voiced her opinion that she is concerned with all the responsibilities that Mrs. Mazzola had as the Supervisor and not having a replacement and where those responsibilities will fall. Mrs. Mazzola will not be able to do it all and she is concerned that the teachers will never get to see her amongst the staff and administration. A: Mr. Coffaro said he will address those concerns to all at the next faculty / staff meeting in September.
- Kim Tanis also expressed her dismay in regard to Alexandra Stewart not coming back in September. She found her to be extremely professional and epitomized someone who should be in this district.
- Anthony Griffo: Advised we skipped over Communications and will we open the floor again about the BA salary. A: Yes

Motion to Close the Floor: Heather LaCognata

Second: Lucy DeNova

Vote: 8-0 at 8:12 PM

New Business: None

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Finance:

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

Motion: Lucy DeNova

Second: Heather LaCognata

Vote: 8-0

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motion: 1) District Claims; 2) Accept May 2016 Board Secretary and Treasurer of School Monies Reports; 3) Approval of Budget Transfers; 4) Approval of Essex Regional Educational Commission Contracts; 5) Approval of Bergen County Technical Schools/Special Services Contract; 6) Approval of Morris County Educational Services Commission Contract; 7) Accept the FY 2016 NCLB Allocation and authorize submission of the FY 2016 Grant Application; 8) Approval of Payroll Service Agreement; 9) Approval of Subscription Service with Strauss Esmay; 10) Approval of Shared Service Agreement with Passaic County Educational Services Commission.

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: \$_____; Special Revenue Fund 20: \$_____; and Cafeteria Fund 50: \$_____.

2. Acceptance of Acting Board Secretary and Treasurer of School Monies Reports

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the May 2016 Acting Board Secretary and Treasurer of School Monies Reports.

3. Approval of Budget Transfers.

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the budget transfers for the 2015-2016 school year _____.

4. Approval of Essex Regional Educational Commission Contract.

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the following Essex Regional ESC for the 2016-2017 school year.

Public School Home Instruction Services- Rate of \$43.30 per hour.

Instructional Services Agreement for Chapters 192/193- Rates to be determined by the State of NJ.

5. Approval of Bergen County Technical Schools/Special Services Contract.

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the following Bergen County Technical Schools/Special Services Contract for the 2016-2017 school year.

Public School Home Instruction Services- Rate to be determined.

Instructional Services Agreement for Chapters 192/193- Rates to be determined by the State of NJ.

6. Approval of Morris County Educational Services Commission Contract.

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BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the following Morris County Educational Services Commission Contract for the 2016-2017 school year.

Public School Home Instruction Services- Rate to be determined.

Instructional Services Agreement for Chapters 192/193- Rates to be determined by the State of NJ.

7. Accept the FY 2016 NCLB Allocation and authorize submission of the FY 2016 Grant Application.

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby accepts the following FY 2017 NCLB Grant Allocations:

Title I Part A Basic- \$101,733

Title II Part A- \$16,287

BE IT FURTHER RESOLVED, upon the recommendation of the Superintendent, the Board hereby rejects the following allocation:

Title III- \$

BE IT FURTHER RESOLVED, upon the recommendation of the Superintendent, the Board authorizes Mrs. Michele Mazzola to submit the FY 2017 Grant Application, upon its completion.

8. Approval of Payroll Service Agreement.

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby retroactively approves two-year agreement with Action Data Services to provide payroll and accounting services for the district, beginning April 1, 2016 and ending March 30, 2018.

9. Approval of Subscription Service Agreement with Strauss Esmay.

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the Subscription Service Agreement with Strauss Esmay for the 2016-2017 school year at an annual fee of \$2,445.

10. Approval of Shared Service Agreement with Passaic County Educational Services Commission.

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the Shared Service Agreement with PCESC for technology support services including on-site technician at a cost of \$75,954 for the 2016-2017 school year.

11. Approval of Legal Services Agreement with Wilentz, Goldman & Spitzer, P.A.

BE IT RESOLVED, that the Board of Education hereby approves the appointment of Wilentz, Goldman & Spitzer, P.A. to the position of Board Attorney for the period from July 1, 2016 through June 30, 2017, at the same hourly rate as for the 2015-2016 school year, which was \$160 per hour and reasonable disbursements.

Technology:

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

Personnel:

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

Motion: Chirag Badami

Second: Peter Ten Kate

Vote: 8-0

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motions: 1) Approval of June Substitute Teacher List; 2) Approval of Mrs. Jennifer Stessel as Maternity Leave Replacement Elementary Teacher; 3) Approval of Mrs. Carolyn Rokoszak, Full-Time Special Education Teacher; 4) Approval of Stipends for 15-16 School Year; 5) Approval of Interim Business Administrator; 6) Approval of Additional Summer Hours for Memorial School Part-Time Secretaries.

1) Approval of June 2016 Substitute List.

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the June 2016 Substitute Teacher List.

2) Approval of Mrs. Jennifer Stessel, Maternity Leave Teacher Position.

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves Mrs. Jennifer Stessel as Maternity Leave Replacement Elementary Teacher from September 1, 2016 to June 30, 2017, at a salary of _____.

3) Approval of Mrs. Carolyn Rokoszak, Full-Time Special Education.

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves to the position of Grades 5-8 Special Education Teacher, Mrs. Carolyn Rokoszak, from September 1, 2016 to June 30, 2017 at a salary of \$51,114 (BA Step 1).

4) Approval of Stipends for 15-16 School Year. : Tabled

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

Motion: Chirag Badami

Second: Peter Ten Kate

Vote: 8-0

5) Approval of Interim Business Administrator. OPEN SESSION TO THE PUBLIC

Motion: Lucy DeNova

Second: Heather LaCagnata

Vote: 8-0

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BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves Mr. Michael Donow as Interim Business Administrator for 2.5 days per week beginning August 1, 2016 till June 30, 2017 at \$102,000.

NOTES FROM OPEN SESSION:

- There will be no benefits given to the BA position. Entirely salary based pay with \$300 compensation.
- Mr. Denow has all the credentials required to be the BA and comes highly recommended. He was the longtime BA to Paterson and also Pequannock Districts.
- He is aware of the job responsibilities K-8 and is highly respected among the BA community. He is also a state monitor and state mentor.
- Fair Labor Standards Act does not come into play for this interim position.
- He will attend meetings and therefore, we will spare some of his hours for the meetings
- If he is a bad fit for the District there is a 30-day “trial” period, which is for both sides BA and BOE.
- Mrs. Merlino will approve the weekly timesheets.

Close Open Session:

Motion to Close: Louis Colli

Second: Lucy DeNova

Vote: 8-0

6) Additional Summer Days for Memorial School Part-Time Secretaries.

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves additional summer days for Mrs. Linda Panagia and Mrs. Janice Galliano, Part-Time Secretaries at Memorial School, from 10 to 15 days each, four hours per day, at \$15.00 per hour.

Policy:

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

Motion: Paul Valenti

Second: Chirag Badami

Vote: 8-0

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motions: 1) Approval of Policy Alert 208- First Reading; 2) Approval of Board Minutes;

1) Approval of Policy Alert 208- First Reading.

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the first reading of the following policies:

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- 0168-Recording Board Meetings- Bylaw**
- 5111- Eligibility of Resident/Nonresident Students- Policy & Regulation (M)**
- 5310- Health Services- Policy & Regulation (M)**
- 5330.01- Administration of Medical Marijuana- Policy & Regulation (M) NEW**
- 8462- Reporting Potentially Missing or Abused Children- Policy & Regulation (M)**
- 8550- Outstanding Food Service Charges- Policy**

2) 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.

April 27, 2016- Public Meeting.

Curriculum:

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

Motion: Heather LaCognata

Second: Chirag Badami

Vote: YES TO ALL with the exception of #9 per Louis Colli

8-0 #1 through #8 / 7-1 for #9

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motions: **1) Travel and Related Expenses; 2) Revision to 2016-2017 School Calendar; 3) Tuition Contract – The Children’s Therapy Center; 4) Tuition Contract- Glenview Academy; 5) Tuition Contract- New Beginnings (Fairfield, NJ); 6) Tuition Contract- New Beginnings (Memorial School).**

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 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
October 2016	Grade 6	Buehler Space Challenge & Science Center	Bergen Comm. College, Paramus	Total: \$3950 (Grant provided by NHEF)	N/A

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2. Tuition Contract – The Children’s Therapy Center.

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the tuition contract of the Children’s Therapy Center for one North Haledon student for the 2016-2017 school year, commencing on July 5, 2016 for a total of billable days of 206 at a tuition rate of \$406.21 for a total contract of \$83,679.26.

3. Tuition Contract- Glenview Academy.

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves two tuition contracts with Glenview Academy for two North Haledon students to attend their program for the 2016-2017 school year at a per diem rate of \$322.46 for a total of 212 days, commencing July 2016 through June 2017, at a total of \$68,361.52 each.

BE IT FURTHER RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves Extraordinary Services on behalf of this student (individual 1:1 aide) at a cost of \$36, 040.

4. Tuition Contract- New Beginnings (Fairfield, NJ).

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves one tuition contract with New Beginnings (Fairfield, NJ) for one North Haledon student to attend their program for the 2016-2017 school year at a per diem rate of \$317.97 for a total of 212 days, commencing July 2016 through June 2017, at a total of \$67,409.64.

BE IT FURTHER RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves Extraordinary Services on behalf of this student (individual 1:1 aide) at a cost of \$36, 040.

5. Tuition Contract- New Beginnings (Memorial School).

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves seven (7) tuition contracts with New Beginnings (Memorial School) for seven (7) North Haledon students to attend their program for the 2016-2017 school year at a per diem rate of \$206.48 for a total of 214 days, commencing July 2016 through June 2017, at a total of \$55,742.72 each.

6. Science Curriculum (New)

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the Science Curriculum for Grades K through 8, reflective of the Next Generation Science Standards (NGSS), commencing September 2016.

7. Tuition Contract (Homeless Student).

BE IT RESOVLED, upon the recommendation of the Superintendent, the Board hereby retroactively approves one tuition contract (homeless student) as the sending district (North Haledon) to the receiving district (Haledon), commencing on February 1, 2016 to June 30, 2016, as the sending district pays tuition charge of \$1,291.90 each month to receiving district.

8. Grade 6 Field Trip.

BE IT RESOVLED, upon the recommendation of the Superintendent, the Board hereby approves the Grade 6 field trip to Buehler Space and Science Center.

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9. Discovery Science Program.

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the Discovery Science Program (digital textbook to accompany the new science curriculum) for Grades K through 8 for two-years, commencing September 2016 and ending June 2018, at a cost of \$14,175 with the option to renew at the conclusion of contract.

Facilities & Services:

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

Motion: Paul Valenti

Second: Peter Ten Kate

Vote: 8-0

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

- 1) Approval of District Facilities Use; 2) Approval of Cleaning Agreement for Summer of 2016.**

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
North Haledon Board of Health	Oct. 19 th or 26 th of 2016	3:30-8:00	HMS Multi Purpose Room	Annual Flu Clinic
Girls Scouts- Grade 1 Troop 96984	9/1; 10/5 & 10/19; 11/2 & 11/16; 12/7 & 12/21; 1/4 & 1/18; 2/1 & 2/15; 3/1, 3/15, & 3/29; 4/5 & 4/19; 5/3, 5/17, & 5/31; and 6/7 & 6/14 of 2016-2017	3:00-4:30	Memorial Art Room	Daisy 1 st Grade Girl Scout Meetings
New Beginnings at Memorial School	June 16, 2016	6:00-8:30	Memorial School Multi Purpose Room	End of Year Art Show
Grade 8 Committee	June 20, 2016	4:00-7:30	HMS Multi Purpose Room	Stuff Goody bags for Grade 8 Breakfast

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2) Approval of Cleaning Agreement for Summer of 2016.

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the cleaning agreement for the summer of 2016 – Armando Cleaning Service – at a cost of _____.

Old/New Business: Reviewed Communications

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 closed 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 a closed 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 Closed Session prior to adjournment of this meeting:
 - (a) To discuss personnel matters and negotiations with North Haledon Education Association.
 - (b) To receive attorney advice.
2. The matters discussed will be made public when the need for confidentiality no longer exists.
3. Action may be taken.

PRIVATE SESSION

Motion: Chirag Badami

Time: 8:49 PM

Second: Lucy DeNova

Vote: 8-0

Re-open Public Meeting

Motion: Heather LaCongnata

Time: 10:40 PM

Second: Chirag Badami

Vote: 8-0

Unfinished Business : NONE

ADJOURNMENT

Motion: Lucy DeNova

Time: 10:43 PM

Second: Heather Lacognata

Vote: 8-0