

**BOARD OF EDUCATION**  
**BOROUGH OF NORTH HALEDON**  
Memorial Elementary School: 201 Squaw Brook Road North Haledon, New Jersey

**Minutes**

**Regular Meeting of the Board of the Education**

**Wednesday, May 24, 2017**

Fourteen members of the public were present. President Griffo called the meeting to order at 7:00 p.m. with the Flag Salute and Roll Call.

**Roll Call** Present: Dr. C. Badami, Mr. L. Colli, Ms. L. DeNova, Mr. A. Griffo, Ms. M. Manning, Mr. J. Mannino, Ms. M. Melone, and Mr. P. Ten Kate (7:30 p.m.).

Absent: Ms. H. LaCognata.

Also present were the Superintendent of Schools, Mr. N. Coffaro and Board Secretary, Ms. K. Slunt (7:15 p.m.).

**Open Public Meeting Notice**

President Griffo read the Open Public Meeting Notice, noted below:

The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies, at which any business affecting their interests is discussed or acted upon. In accordance with the Open Meetings Law, the public notice of this meeting, which included time, date and location, was posted at the North Haledon Municipal Building, Memorial and High Mountain Schools, e-mailed to the Hawthorne Press, the Board's official newspaper, and e-mailed to The Record and Star Ledger, alternative newspapers, on January 10, 2017. The Notice was also filed with the Borough Clerk, posted on the District's website and sent to those requesting that such a notice be mailed to them.

**Presentation**

President Griffo presented the review and findings of the Special Finance Committee.

Ms. S. Macalle and Mr. R. George questioned the committee's findings. President Griffo responded. President Griffo indicated that a community member, George Van Dyke, will serve on the Finance Committee.

**Presentation**

Ms. Slunt presented the Long-Range Facilities & Other Building Plans for the two buildings. Ms. S. Macalle and Ms. K. Tanis discussed the schools' H.V.A.C. systems. Mr. R. George discussed shared services. Ms. Slunt responded.

**Approval of Minutes**

BE IT RESOLVED, that the Board of Education approves the minutes from the Regular and Executive Meetings held on April 26, 2017.

No additional discussion occurred.

**Motion: Ms. Manning**

**Second: Ms. DeNova**

**The motion passed.**

**Correspondence**

No correspondence was received.

## Committee Reports

Committee	Members	Reports
Facilities	Mr. Ten Kate Mr. Mannino Ms. Melone	The Committee discussed the presentation on the Five-Year Facility Plans..
Curriculum	Dr. Badami Ms. LaCognata Ms. Melone	The Committee had no report.
Finance	Mr. Ten Kate Ms. DeNova Mr. Mannino	The Committee had no report.
Personnel	Mr. Ten Kate Ms. LaCognata Ms. Manning	The Committee had no report.
Policy	Dr. Badami Mr. Colli Ms. DeNova	The Committee met to review the policies listed.
Public Relations	Ms. DeNova Mr. Colli Ms. Manning	The Committee had no report.
Technology	Ms. LaCognata Mr. Colli Ms. Melone	The Committee had no report.
Negotiations	Dr. Badami Ms. Manning Mr. Mannino	The Committee had no report.

## Representative's Reports

Committee	Members	Reports
Board of Recreation	Ms. Manning	The Committee Noted open registration for Soccer, Tennis and Pickleball..
Borough Council	Ms. LaCognata	The Committee had no report.
Planning Board	Ms. LaCognata	The Committee had no report.
PCSBA/NJSBA	Ms. DeNova	The Committee had no report.
P.C..E.S.C.	Mr. Coffaro	The Committee had no report.

**Petitions of Citizens**

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

Ms. E. Mannino questioned the quality of the food service provider. Ms. Melone commented.  
Ms. K. Tanis discussed the quality of the food service provider. Ms. Slunt responded.

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

**Regular Meeting Agenda**

**Finance:**

WHEREAS, the Finance Committee has reviewed in committee and recommends the following motions for Board approval,

**BE IT RESOLVED**, upon the recommendation of the Superintendent, the Board of Education hereby approves motions: 1) District Claims; 2) Acceptance of Monthly Financial Reports; 3) Approval of Transfer of Funds; 4) Renewal of Food Service Management Company; 5) Approval of Other Service Providers; 6) Acceptance of the 2017-2018 Safety Grant:

**1: Approval of the District Claims**

Resolve that upon the recommendation of the Business Administrator, the Board of Education approves the attached list of claims in the total amount of \$949,351.56 be approved for payment, as follows:

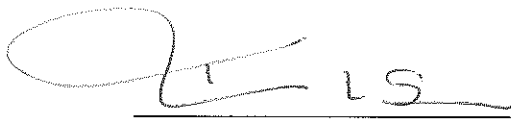
General Operating Fund	(Funds 11,12, & 13)	\$ 913,802.06	
Special Revenue Fund	(Fund 20)	\$ 20,065.74	
Capital Projects Fund	(Fund 30)	\$ 0.00	
Debt Service Fund	(Fund 40)	\$ 0.00	
Enterprise Fund	(Fund 60)	\$ 15,483.76	(Check # 2102)

**2: Acceptance of Monthly Financial Reports- April 30, 2017**

Resolve that upon the recommendation of the Superintendent and the Business Administrator, the Board of Education accepts the Board Secretary's and Treasurer's Reports for the month ending April 30, 2017 and has determined that they are in agreement;

Furthermore, resolved that, the Board of Education acknowledges receipt of the Board Secretary's certification, as noted below:

Pursuant to N.J.A.C.6A-16.10(c)3 and 4, I certify that as of April 30, 2017, no budgetary line item account has obligations and payments which in total exceed the amount appropriated by the North Haledon School District Board of Education, pursuant to N.J.A.C. 18A 22-8 and 18A 22-8.1



Katine M. Slunt, Business Administrator/ Board Secretary

Furthermore resolve that pursuant to N.J.A.C. 6A 23A-16.10(c), the Board of Education certify that as of April 30, 2017, after the review of the Board Secretary's monthly financial report, appropriation section, and upon consultation with appropriate district officials, and to the best of our knowledge no major account fund has been over-expended in violation of N.J.A.C. 6A 23A-16.10(b), that sufficient funds are available to meet the district's financial obligations for the remainder of the school year and that in accordance P.L.2004 Ch.73, budgetary transfers cumulatively in excess of 10% that require the approval of the Commissioner of Education are listed below.

**3: Approval of Transfer of Funds- April 30, 2017**

Resolve that upon the recommendation of the Superintendent and the Business Administrator, the Board of Education approves the transfer of funds in accordance with the attached list of adjustments for the month of April 30 2017. The Board also authorizes the Superintendent to make interim transfers and report them at the next Board Meeting.

**4: Approval of Renewal of Food Service Management Company Contract**

Be it Resolved that the Board of Education of North Haledon upon the recommendation of the Business Administrator approves the renewal of the Food Service Management Company base contract with Maschio's Food Service, Inc. for the 2017-2018 School Year as follows:

- The Annual Management Fee for the 2017-2018 School Year is \$8,141.00, per Article 1B.1 for the Contract Addendum.
- Maschio's Food Service, Inc. guarantees a return to the North Haledon Board of Education in the amount of \$15,000.00, per Article 1B.2 and 3 for the Contract Addendum.

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

Resolve that upon the recommendation of the Superintendent and pursuant to PL 2015, Chapter 47, the Board of Education approves of the following contracts, effective May 1, 2017. Furthermore, the Board of Education acknowledges that these contracts are, have been and will continue to be in full compliance with all state and federal statutes and regulations, in particular New Jersey Title 18A:18. et. seq., NJAC 23 and the Federal Uniform Administrative Requirements 2CFR, Part 200.

Service Provider	Service Rendered	Previous Contracted	Estimated Cost
<b>New Contract:</b>			
Staff Development Workshops	Staff Development (Title II)	\$ 0.00	\$ 5,100.00

**6: Acceptance of the Safety Grant for the 2017-2018 Fiscal Year**

Resolve that upon the recommendation of the Business Administrator, the Board of Education accepts the 2017-2018 Safety Grant in the amount of \$ 2,914.24 from the New Jersey School Boards Insurance Group for the improvement of the district security systems.

Ms. Slunt responded to questions on the Bills List items.

**Motion: Ms. Manning**  
**Second: Ms. DeNova**  
**Ms. Ten Kate abstained.**  
**Ms. Melone abstained on Check # 7578 &7590.**  
**The motion passed.**

**Technology:**

**No Technology Actions Required.**

**Policy:**

**WHEREAS, the Policy Committee has reviewed in committee and recommends the following motions for Board approval, BE IT RESOLVED, upon the recommendation of the Superintendent, the Board of Education hereby approves motions: 1) Approval of Policies for Second Reading, as noted below:**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Ms. Melone questioned the Safe School policy and School Security policy. Mr. Coffaro responded.

**Motion: Dr. Badami**

**Second: Mr. Colli**

**The motion passed.**

**Curriculum:**

WHEREAS, the Curriculum Committee has reviewed in committee and recommends the following motions for Board approval,

**BE IT RESOLVED**, upon the recommendation of the Superintendent, the Board of Education hereby approves motions: 1) Approval of Field Trips; 2) Approval of Travel, Conferences, Workshops and Related Expenses, as noted below:

**1: Approval of Field Trips**

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

Date	Grade	Location	Fee
May 3, 2017	Grade 7	Medieval Times Lyndhurst, New Jersey	No Cost

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

Resolve that upon the recommendation of the Superintendent, that the Board of Education approves reimbursement and expenses previously approved by the Superintendent for the following staff development, training, workshops conferences and/or seminars as they are directly related to and within the scope of the participant's duties and are critical to the instructional needs and/or efficient operation of the district. The travel and expenses are justified and within the guidelines established by the New Jersey Department of Education accountability regulations.

Date	Participant	Workshop	Location	Fee	Other Cost
June 2, 2017	Marybeth Miller	Strauss Esmay- School Law Seminar	Lincroft, N.J.	\$50.00 per person	No Cost
July 26, 2017	Marybeth Miller	Excel	Parsippany, N.J.	\$128.00 per person	No Cost

No additional comments were made.

**Motion: Dr. Badami**

**Second: Ms. Melone**

**The motion passed.**

**Facilities & Services:**

**BE IT RESOLVED**, upon the recommendation of the Superintendent, the Board hereby approves motion: 1) Approval of District Facilities Use; 2) Approval of the Facilities Plans, as seen below:

**1. Approval of District Facilities Use**

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

Organization	Date	Times	Location	Purpose
HMS Band & Chorus	June 1, 2017	3:00 to 6:30	High Mountain- Multi-Purpose Room	Practice for Perf.
Girl Scout Troop 95934	June 16, 2017	4:30 to 6:30	High Mountain- Multi-Purpose Room	Ceremony

**2. Approval of Long-Range Facilities, Comprehensive Maintenance and Cleaning Plans**

**BE IT RESOLVED**, upon the recommendation of the Superintendent, the Board hereby approves five-year Long-Range Facilities Plan, five-year Comprehensive Maintenance Plan and five-year Cleaning Plan, as per attached.

No additional comments were made..

Motion: Ms. DeNova  
Second: Ms. Manning

The motion passed.

**Petitions of Citizens**

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

Ms. L. Antropow discussed the Facilities Plan and the updating of the Curriculum Plans. President Griffo responded.  
Ms. K. Tanis discussed the Seventh Grade Field Trip.

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

**Old Business**

There was no Old Business discussed.

**New Business**

There was no New Business discussed.

**Executive Session**

WHEREAS C231, P.L. 1975, also known as the Open Public Meetings Act, authorizes a public body to meet in executive or private session under certain, limited circumstances; and

WHEREAS, said law requires the Board to adopt a resolution at a public meeting before it can meet in such an executive or private session;

THEREFORE, BE IT RESOLVED BY THE NORTH HALEDON BOARD OF EDUCATION that:

1. The Board has determined that it is necessary to meet in Executive Session on May 24, 2017 at 8:24 p.m. to discuss:
  - a. personnel matters related to employment, unless the individuals involved have requested in writing that the matter be discussed in public;
2. The Board will make public the matter(s) discussed if and when confidentiality is no longer required.
3. The Board will take action pursuant to said discussion at a public meeting.

Motion: Mr. Ten Kate  
Second: Mr. Mannino

The motion passed.

President Griffo reconvenes the meeting at 8:35 p.m.

**Regular Meeting Agenda**

**Personnel:**

WHEREAS, the Personnel Committee has reviewed in committee and recommends the following motions for Board approval,

**BE IT RESOLVED, upon the recommendation of the Superintendent, the Board of Education hereby approves motions: 1) Approval of Substitutes; 2) Approval of Salary Adjustments; 3) Acceptance of Resignation; 4) Acceptance of Extension of Leave; 5) Elimination of Position; 6) Acceptance of Revised Leave of Absence; 7) Appointment of Staff; 8) Approval of Job Description; 9) Approval of the Educational Intern; 10) Approval of Stipends, as noted below:**

**1: Approval of the following as Substitutes for the 2016-2017 School Year**

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the attached list of additional substitute teachers for the 2016-2017 School Year, as certified by the Northern Regional Educational Services Commission, the District's substitute coordinators.

**2: Approval of Salary Adjustments for the 2017-2018 School Year**

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the following staff members for salary adjustments, for the 2017-2018 School Year (These adjustments relate to longevity changes for years serviced, in accordance with the collective bargaining agreement).

		<u>From</u>	<u>To</u>
Sharon Cubbiciotti	20 years of service	\$ 90,519.00	\$ 91,519.00
Roseanne Taormina	20 years of service	\$ 86,769.00	\$ 87,769.00

**3: Acceptance of the Resignation of Staff for the 2017-2018 School Year**

Resolve that upon the recommendation of the Superintendent, the Board of Education accepts the resignation of Dana Tinari as an Elementary Teacher, effective June 30, 2017.

Resolve that upon the recommendation of the Superintendent, the Board of education accepts the resignation of Jennie Rosen, as an Elementary Guidance Counselor, effective June 30, 2017.

**4: Acceptance of the Extension of a Leave of Absence for the 2017-2018 School Year**

Resolve that upon the recommendation of the Superintendent, the Board of Education accepts the extension of a leave of absence, without pay, for Danielle Ajaimy, effective June 30, 2017 for the 2017-2018 School Year.

**5: Acceptance of the Elimination of a Position**

Resolve that upon the recommendation of the Superintendent, the Board of Education accepts the elimination of the Supervisor of Special Education/ L.D.T.C., effective June 30, 2017.

**6: Acceptance of Revised Leave of Absence**

Resolve that upon the recommendation of the Superintendent, the Board of Education accepts the revised Leave of Absence for Jennifer Cleri, whose leave was originally approved at the January 18, 2017 Regular Meeting, as noted below:

Jennifer Cleri	Leave of Absence with pay:	February 22, 2017 through May 3, 2017
	Leave of Absence without pay:	May 4, 2017 through June 22, 2017.

**7: Appointment of the Administrative and Teaching Staff for the 2017-2018 School Year**

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the appointment of Jennifer Stessel as an Elementary Teacher at an annual salary of \$51,669, Step 3-4/Guide BA, beginning September 1, 2017 for the 2017-2018 School Year.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the appointment of Keri Kennedy as an Elementary Teacher at an annual salary of \$62,019, Step 9/Guide MA, beginning September 1, 2017 for the 2017-2018 School Year.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the appointment of Marissa Madison as an Elementary Teacher at an annual salary of \$55,019.00, Step 1/ Guide MA, beginning September 1, 2017 for the 2017-2018 School Year.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the appointment of Robin May as Maternity Leave Replacement Teacher (Middle School- Math) at an annual salary of \$51,269.00, Step 1/ Guide BA, beginning September 1, 2017 for the 2017-2018 School Year.

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the appointment of Caitlin Gallagher as Maternity Leave Replacement Teacher (Elementary) at an annual salary of \$55,419.00, Step 3/ Guide MA, beginning September 1, 2017 for the 2017-2018 School Year.

**8: Approval of Job Description: Clerical**

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the job description for the clerical position of Confidential Assistant for Human Resources, as per attached.



**9: Approval of Educational Intern for the 2017-2018 School Year**

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the appointment of Rachel Ishak as an Educational Intern at the annual salary of \$0.00 beginning September 1, 2017 and ending June 30, 2018.

**10: Approval of the Stipends for the 2016-2017 School Year**

Resolve that upon the recommendation of the Superintendent, the Board of Education approves the following as Chaperones for the Middle School Overnight Trip, as noted below:

John Abdelmalak	\$200.00 per night for overnight trip
Alexandra Madura	\$200.00 per night for overnight trip
Joshua Schneider	\$200.00 per night for overnight trip
Kimberly Tanis	\$200.00 per night for overnight trip
Jessica Valdivia	\$200.00 per night for overnight trip
Kristen Walz-Klein	\$200.00 per night for overnight trip

No additional comments were made..

**Motion: Mr. Ten Kate**

**Second: Mr. Mannino**

**Ms DeNova, Ms. Melone and Mr. Colli abstained from Resolution #7.**

**The motion passed.**

**Adjournment**

A motion was made by Ms. Manning seconded by Mr. Mannino to adjourn the meeting. The motion passed, all voting in favor of the motion. The meeting adjourned at 8:39 p.m.

Respectfully Submitted,



Katine Slunt  
Board Secretary