

**BOARD OF EDUCATION
BOROUGH OF NORTH HALEDON**

MINUTES – Regular Meeting

December 17, 2014

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CALL TO ORDER

TIME: 6:35pm

Location: High Mountain School

Flag Salute

Roll Call

Mrs. Antropow, Mr. Dudas, Mr. Gorga, Mrs. Lampe, Mrs. Melone,
Mr. Valenti, Mr. Jordan

Absent:

Mrs. Contegiacomo and Mrs. Koblick,

Other Present:

Mr. Coffaro, Superintendent, Mrs. Viola Lordi, Esq., Mrs. Mioli, BA/BS

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 8, 2014 which have been designated as the Board's official newspapers. Notice was also filed with the Borough Clerk and will be sent to those persons requesting that such notice be mailed to them.

Superintendent's Report

Mr. Coffaro reported on:

December Enrollment:

Memorial School:		High Mountain School:	
KTG	89	Gr 5	68
Gr 1	69	Gr 6	60
Gr 2	89	Gr 7	89
Gr 3	82	Gr 8	74
Gr 4	74		

Monthly Harassment Intimidation and Bullying Report:

There were 2 cases, one unsubstantiated and one substantiated.

Upcoming events in January:

Coffee and Conversation, the first Parent University and Professional Development Academy.

Adjustments to the marking period: Due to the 2nd marking period being short, two weeks have been added to provide an equitable amount of instructional time per marking period as well as extended time for our students with regard to half year courses.

Principal Reports:

Mrs. Mazolla, Supervisor of Academic Affairs, in Mr. Giancaspro's absence, reported on the activities at the Memorial School, as attached.

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Mrs. Tair, Principia High Mountain School reported on the monthly activities at the High Mountain School, as attached.

Business Administrator's Report

Finance

Investment report as of August 2014:
Total Governmental Funds \$1,057,463.43

Communications: - None

Committee Reports

Facilities & Services: Mr. Gorga that the committee discussed: maintenance and security, revisions to the vestibules, classroom door locks and keying schedule, HVAC equipment at both buildings and other possible future repairs.

Curriculum: Mrs. Antropow reported on the following: reviewed the effort grade policy for HMS, Algebra 1 for grade 8, assessment schedule, report cards, enrichment at HMS, evaluation of projects and cost associated with these projects, PARCC

Finance: Mrs. Lampe reported that the committee will meet in January.

Personnel: Mrs. Lampe will need January 7, 2015.

Policy: Mrs. Melone reported that the committee discussed at their last meeting the new mandated nutrition policy, code of conduct and the attendance policies. In January the committee plans on completing language on the homework, cheating, crisis intervention and medical and allergy policies.

Public Relations: No report

Technology: Mrs. Melone reported that the committee met the new network engineer, Dean Atkinson. Committee discussed the network server going down. Discussion took place regarding how to prevent this from happening in the future. Districts smart board projectors were discussed. Projectors are beginning to fail.

Negotiations: No report

Representative's Reports

Board of Recreation: Mr. Dudas -No report

Borough Council: Mrs. Lampe reported on the Senior Citizen Christmas Party was held at The Tides, approx. 300 attended and all had a good time.

Planning Board: Mr. Gorga - No report

PCSBA/NJSBA: Mrs. Melone – No report

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

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Accept Reports

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

Motion: Mrs. Lampe

Second: Mr. Gorga

Vote: 7-0

Petition of Citizens

Mr. Dan and Mrs. Kathleen Reed addressed the board regarding the use of the facilities for the High Mountain Community Theater. They made a plea to the board to allow the use of the facilities at no charge. Mr. and Mrs., Reed will appreciate anything that the board can be done.

Mr. Jordan requested that Mr. Reed complete a Facilities Use Form so that we can determine if a charge would be charged.

Mrs. Lauren Primavera – three questions:

- 1) Eighth Grade treasurer asked in the trip can be extend to two days or longer hours. Would like to extend trip to out of state, two night.
- 2) PARCC – What is being taught over the next 5 months, since the concentration is on PARCC?
- 3) In January High Mountain is having a book fair. Who will be allowed to be at the fair? Will parents be allowed to be with students without the teachers?

Mr. Jordan responded that the eighth grade trip will have to be looked at because the teachers need to be paid. If more people are needed, could parents attend?

Mr. Coffaro and Mrs. Antropow addressed Mrs. Primavera's concern regarding the PARCC.

Any parents that volunteers should be finger printed, the policy will be reviewed.

Mrs. House offered that the PTO parents are not finger printed.

Mrs. House asked if the dates of PARCC were know. Mr Bowe responded that the schedule is being worked on.

Motion to Close the Floor:

Motion: Mrs. Lampe

Second: Mr. Dudas

Vote: 7-0

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Finance:

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

Motion: Mrs. Lampe

Second: Mrs. Antropow

Mrs. Melone asked for additional information on motion #7.

Vote: 7-0

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motions **1). Approval of District Claims 2) Approval of Financial Reports 3) Approval of the December 2014 payroll 4) Approval of Budget Transfers 5) Contract for Nursing Services – Bayada Home Health Care, Inc. 6) PCESC Transportation Services Agreement 7) Behavioral Services – Brian Yankouski, Behavioral and Educational Solutions and Training of NJ, LLC**

1). Approval of District Claims

BE IT RESOLVED, that the attached list of claims in the amount of \$1,035,269.30 be approved for payment immediately or as funds of this Board become available. This list includes the following payments per fund \$917,406.31 General Fund, \$104,429.17 Special Revenue Fund, \$13,433.82 Cafeteria Fund.

2). Approval of Financial Reports

BE IT RESOLVED, that the Board Secretary and Treasurer of School Monies reports for August 2014 be received as per copies distributed to each member and their totals spread in the minutes. Included within the Secretary's report is the budgetary account status and pursuant to N.J.A.C. 6A:23A-16.10(c)3 which requires certification from the Business Administrator that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(a), the Business Administrator so certifies, and be it further resolved: the Board hereby certifies that, after review of the Secretary's monthly financial report for August 2014, to the best of its knowledge, no major accounts or funds have been over expended in violation of N.J.A.C.6A:23A-16.10(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

3) Approval of the December 2014 payroll

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the December 2014 payroll in the amount of \$666,090.90 having been duly audited by the business administrator and previously paid.

4). Approval of Budget Transfers

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the attached list of November 2014 budget transfers in the amount of \$4,264

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and authorizes the Superintendent and business administrator/board secretary to make additional transfers that would be ratified at the next Board meeting as necessary to comply with State requirements in accordance with Policy 6422.

5) Contract for Nursing Services – Bayada Home Health Care, Inc.

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves amendment to the Contract for Nursing Services, which reflect only a change in address.

6) PCESC Transportation Services Agreement

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the Passaic County Educational Services Commission Transportation Services Agreement effective August 21, 2014 to June 30, 2014.

Route #	School(s)	Contractor	# of Students	Est Cost per Rte + surcharge	Starting Dates
7023	Children’s Therapy Ctr	Trans-Ed Inc	1	\$17,370+ 694.84	9/14-6/15
7059	Marth B Day School	Town & Country	1	\$19,567.80+ 782.71	9/14-6/15
7103	Preakness Academy	D&M Tours	1	\$10,042.20+ 401.69	9/14-6/15
7198	Washington South	STS Trans	1	\$33,130.80 + 1,325.23	9/14-6/15
7211	Glenview Academy	Lenoir’s Trans	2	\$22,862.40 + 914.50	9/14-6/15

7) Behavioral Services – Brian Yankouski, Behavioral and Educational Solutions and Training of NJ, LLC

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves Brian Yankouski, Behavioral and Educational Solutions and Training of NJ, LLC to provide behavioral services 2 hours per week at a rate of \$150 per hour.

Personnel:

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

Motion: Mrs. Lampe

Second: Mr. Gorga

Vote: 7-0

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the following motions: **1) Approval of Appointment of Substitute Teachers as per attached**

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list 2) Maternity Leave Request – Carrie Rohlf 3) Maternity Leave Extension – Raina Cioletti

1) Approval of Substitute Teachers

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the attached list of substitute teachers for the 2014-2015 school year.

2) Maternity Leave Request – Carrie Rohlf

Be it resolved that the Board of Education hereby approves a maternity/child rearing leave of absence for teaching staff member Carrie Rohlf for the period from March 2, 2015 through June 30, 2015 in accordance with Part Two, Article 3 of the collective negotiations agreement between the Board and the North Haledon Education Association. Ms. Rohlf shall utilize up to 73 paid sick leave days during this leave of absence. Ms. Rohlf's unpaid leave shall commence thereafter and shall continue through to June 30, 2015. Ms. Rohlf's unpaid leave will be counted against her entitlement to unpaid leave pursuant to the Family and Medical Leave Act of 1993, 29 U.S.C. § 2601 et seq. and the New Jersey Family Leave Act, N.J.S.A. 34:11B-1 et seq., as appropriate, and Ms. Rohlf's medical benefits shall continue during this up to 12-week period. The Superintendent of Schools and the Board's Business Administrator/Board Secretary are hereby authorized and directed to take all necessary steps to implement this action of the Board.

3) Maternity Leave Extension – Raina Cioletti

Be it resolved, that the Board of Education hereby approves an extension of unpaid child rearing leave of absence for teaching staff member Raina Cioletti for the period from March 2, 2015 through June 30, 2015 in accordance with Part Two, Article 3 of the collective negotiations agreement between the Board and the North Haledon Education Association. The extension of Ms. Cioletti's unpaid leave shall commence on March 2, 2015 and shall continue up to the first day that teachers are required to report for work in September 2015, on which day Ms. Cioletti will return to work. The entire period of the extension of Ms. Cioletti's unpaid leave of absence shall be without medical benefits. The Superintendent of Schools and the Board's Business Administrator/Board Secretary are hereby authorized and directed to take all necessary steps to implement this action of the Board.

Policy:

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

Motion: Mrs. Melone

Second: Mr. Gorga

Vote: 7-0

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

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1) Approval of Board Minutes

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

Regular Meeting – November 19, 2014

2) Policy Alert 203 – Second Reading

Be it resolved, upon the recommendation of the Superintendent, the Board hereby approves the second reading of the following policies:

P&R 5200 Attendance (M)

Curriculum:

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

Motion: Mrs. Antropow

Second: Mrs. Lampe

Vote: 7-0

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the following motions: **1) Travel and Related Expenses 2) Affirmation of the Harassment Intimidation and Bullying Report –November 2014**

1) Approval of Travel and Related Expenses

BE IT RESOLVED, approve reimbursement and expenses, previously approved by the Superintendent for the following list of staff training, workshops, conventions, conferences and/or seminars as they are directly related to and within the scope of participant’s duties and are 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
Jan 7, 2015	Joshua Schneider	A Conference for All Grades	St Peters Univ, Jersey City, NJ	\$179	Per OMB Rate
March 20, 2015	Sharon Cubicciotti, Theresa Troisi, Audrey Dean	Sage Day Schools 2015 Conference	Parsippany Hilton	\$130/registrant	Per OMB Rate
Jan 22, 2015	Sean Bowe, C. Blashford, M Jones	Succeeding on the PARCC	Clark, NJ	\$175/registrant	Per OMB Rate
Jan 29, 2015	M Mazzola, W DeStaso, R Weinstein	Understanding the PARCC in Gr K-2	Clark, NJ	\$175/registrant	Per OMB Rate
Jan 7, 2015	S. Bowe and M Mazzola	NJDOE PARCC Online Assessment 2015 Update	Parsippany, NJ	\$0	Per OMB Rate

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2) Affirmation of the Harassment Intimidation and Bullying Report

BE IT RESOLVED that the Board of Education hereby: affirms the decision of the Interim Superintendent of Schools regarding the Harassment, Intimidation & Bullying (“HIB”) report for the month of November 2014.

Facilities & Services:

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

Motion: Mr. Gorga

Second: Mr. Dudas

Vote: 7-0

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motions: **1) Use of District Facilities 2) Application for Change of Use of Educational Space 3) Accept Donation – Inflatable Snowmen**

1). Use of District Facilities

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

Organization	Dates	Purpose/Event	Time	School/Rm(s)
Ms. Stewart & Ms. Giglio	Jan 7 – May, 2015 (Wednesdays)	Through the Lens Club	3:05 to 4:05	Rm 106
Ms. Petrillo	April 22, 2015	Science Fair	6PM – 9PM	HMS - GYM
Boys & Girls Club of Hawthorne	Jan 14,21,28, Feb 4, 11, 25, Mar 4, and 11	Cooking Club	6PM-7:30PM	Home Economics Room
Manchester Regional High School	January 8, 2015	Informational Program	6:30PM – 8:15PM	Media Center

2) Application for Change of Use of Educational Space

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the submission of an Application for Change of Use of Educational Space – book room to a small group instruction room.

3)Accept Donation – Inflatable Snowmen

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BE IT RESOLVED upon the recommendation of the Superintendent, the Board hereby accepts the donation of 2 inflatable snowmen for the Memorial School from the Averso Family.

Adjourn to Executive or Private Session:

WHEREAS, Chapter 231, P.L. 1975, also known as the Open Public Meetings Act, authorized a public body to meet in executive or private session under certain limited circumstances, and

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

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

1. It does hereby determine that it is necessary to meet in Executive Session prior to adjournment of this meeting for the purpose of receiving attorney advice with regards to pending litigation: S.M. and L.M. o/b/o J.M. and M.M. v. North Haledon Board of Education and the Superintendent's HIB report.
2. The matter discussed will be made public when confidentiality is no longer required.
3. Action may be taken.

PRIVATE SESSION

Motion: Mrs. Lampe
Time: 7:34PM

Second: Mr. Gorga
Vote: 7-0

Re-open Public Meeting

Motion: Mrs. Melone
Time: 7:43PM

Second: Mrs. Antropow
Vote: 7-0

Unfinished Business

None

ADJOURNMENT

Motion: Mrs. Lampe
Time: 7:45PM

Second: Mr. Dudas
Vote: 7-0

Respectfully Submitted,

Audrey Mioli, RSBA
Board Secretary