

**BOARD OF EDUCATION
BOROUGH OF NORTH HALEDON**

Minutes - Regular Meeting

July 30, 2014

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CALL TO ORDER

TIME: 6:45pm

Location: Memorial School

Flag Salute

Roll Call

Present: Mrs. Antropow, Mr. Dudas, Mr. Gorga, Mrs. Lampe, Mrs. Koblick,
Mrs. Melone, Mr. Jordan , Mrs. Mary Smith, Esq., and Mrs. Mioli, Business
Administrator/Board Secretary

Absent: Mrs. Contegiacomo, Mr. Valenti and Mr. Coffaro, Superintendent

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 July 18, 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 - None

Business Administrator's Report

Finance

Investment report as of April 30, 2014

Total Governmental Funds \$ 316,207.91

Communications

Letter from the Hawthorne Boys & Girls Club was distributed to each board member.

Committee Reports

Committee Reports

Facilities & Services: Mr. Gorga - none

Curriculum: Mrs. Antropow - Met with Mr. Coffaro on July 16th and topics discussed were: science kits, summer homework that had been distributed, recess and lunch at both schools

Finance: Mrs. Lampe - none

Personnel: Mrs. Lampe - none

Policy: Mrs. Melone - none

Public Relations: Mrs. Koblick - none

Technology: Mr. Dudas - none

Negotiations: Mrs. Contegiacomo - none

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Representative's Reports

Board of Recreation: Mr. Dudas

Borough Council: Mrs. Lampe all are working very hard to get North Haledon Day off the ground. It will take place on September 20th.

Planning Board: Mr. Gorga - none

PCSBA/NJSBA: Mrs. Melone reported the on Sept 15, 2014 will be the first meeting of PCSBA with BCSBA topic of meeting will be Negotiations.

P.C. Educational Service Commission: - No report

Accept Reports

Motion: Mr. Gorga

Second: Mrs. Lampe

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

Vote: 7-0

Public Comment:

A parent questioned the summer work. There was question as to how many problems, 24 or 48 math problems?

Children had the choice of taking home a paper packet or doing work on line.

Mrs. Antropow indicated that this was one of the items discussed with Mr. Coffaro at the last curriculum meeting. The curriculum is aware of the program and Mr. Coffaro is looking into it.

Mrs. Lampe expressed concern that she had no knowledge of the amount of summer work and is upset that as a board member she was not made aware. Board members should be kept informed. Mrs. Antropow stated that the curriculum committee was not aware of the homework either.

Mrs. Primavera, will be the 8th grade treasurer and asked if the end of the year trip can be 2 nights. Mr. Jordan will speak to Mr. Coffaro regarding this. She also asked if the location can be changed. Possibly out of state, Boston or Philadelphia.

Petition of Citizens

Motion to Close the Floor: Mrs. Lampe

Second: Mr. Dudas

Vote: 7-0

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New Business*

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Finance:

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

Motion: Mrs. Lampe

Second: Mrs. Antropow

Vote: 7-0

Mrs. Lampe asked who sets the prices for school lunches. Mrs. Mioli responded that the board of education sets the prices.

BE IT RESOLVED: Upon the recommendation of the Superintendent, the Board hereby approves motions 1) **Approval of Additional District Claims - June 30, 2014** 2) **Approval of District Claims - July 30, 2014** 3) **Financial Reports** 4) **Budget Transfers** 5) **Approval of the July 2014 payroll** 6) **Acceptance and Appropriation of Extraordinary Aid** 7) **Acceptance and Appropriation of Non Public Transportation Reimbursement** 8) **Approval of Agreement with Maschio's Food Services, Inc.**

1) Approval of Additional District Claims - June 30, 2014

BE IT RESOLVED: That the attached list of claims, dated June 30, 2014, in the amount of \$820,454.12 be approved for payment immediately or as funds of this Board become available. This list includes the following payments per fund: General Fund, \$760,338.86, Special Revenue Fund \$38,267.17, Cafeteria Fund \$21,848.12.

2) Approval of District Claims - July 30, 2014

BE IT RESOLVED: That the attached list of claims, dated July 30, 2014, in the amount of \$282,728.83 be approved for payment immediately or as funds of this Board become available. This list includes the following payments per fund General Fund, \$282,728.83.

3) Approval of Financial Reports

BE IT RESOLVED: That the Board Secretary and Treasurer of School Monies reports for April 30, 2014 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 April 30, 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.

4) Approval of Budget Transfers

BE IT RESOLVED: Upon the recommendation of the Superintendent, the Board hereby approves the attached list of budget transfers in the amount of \$27,236.54 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.

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5) Approval of the July 2014 payroll

BE IT RESOLVED: The Board approves the July, 2014 payroll in the amount of \$156,468.77 having been duly audited by the business administrator and previously paid.

6) Acceptance and Appropriation of Extraordinary Aid

BE IT RESOLVED: Upon the recommendation of the Superintendent, the Board hereby accepts the 2013-2014 awards detailed below:

\$96,899 Extraordinary Aid

BE IT FURTHER RESOLVED: Upon the recommendation of the Superintendent the Board hereby approves the appropriation of the Extraordinary aid as follows:

Special Education Tuition: \$96,899

7) Approval of Non Public Transportation Reimbursement

BE IT RESOLVED: Upon the recommendation of the Superintendent, the Board hereby accepts the 2013-2014 awards detailed below:

\$ 11,956 Nonpublic School Transportation Reimbursement

BE IT FURTHER RESOLVED: Upon the recommendation of the Superintendent, the Board hereby approves an increase to the 2013-2014 appropriations, account 11-000-270-513-000, by the amount of the reimbursement of nonpublic school transportation costs.

8) Approval of Agreement with Maschio's Food Services, Inc.

BE IT RESOLVED: Upon the recommendation of the Superintendent, the Board hereby approves the Food Service Management Company Agreement for 2014-2015 to **Maschio's Food Services, Inc.** of Flanders, New Jersey as follows:

MANAGEMENT FEES(S)

The management fee for the 2014-2015 school year shall be \$7,904 per year payable at \$790.40 per month prorated over a 10-month period.

GUARANTEE

Maschio's Food Services, Inc. guarantees an actual minimum profit of \$15,000. This guarantee is contingent on the following conditions:

GUARANTEE CONDITIONS

- There shall be no change in the district's policies, practices and service requirements including changes in bell schedules and or meal service periods.
- The proposed pricing schedule is approved.
- The proposed staffing schedule is approved with no alterations.

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- The state or federal minimum wage rate and taxes in effect as of January 1, 2014, shall remain consistent throughout the year.
- The projected number of service days for lunch will be the following: 178.
- There shall be no reduction in service days due to inclement weather schedule changes i.e. early dismissal, delayed opening.
- The government reimbursement rates shall be no less than the rates for the previous school year.
- Vendor prices shall remain constant throughout the year.
- Average daily attendance and the number of free and reduced price participants shall remain at the same level as the previous school year.
- USDA donate foods including both entitlement and bonus foods, and including the value of donated foods contained in processed end products will be no less than the previous year.
- Usable USDA donated foods, adequate quality and variety required for FSMC's proposed menu will be valued at no less than the previous school year's value per reimbursable meal.
- There shall be no restrictions in a la carte sales. Sales will be permitted at all locations for the term of this contract.
- Service hours, service requirements type or number of facilities selling food and/or beverages on Local Education Agency's premises shall remain consistent throughout the year.
- There shall be no competitive sales during all service hours.
- Any changes in legislation, regulations, reimbursement rates, meal components and quantities required by the Child Nutrition Programs or changes in the State's School Nutrition Policies will affect the guarantee.
- Due to the volatile nature of raw material costs, Maschio's and the Local Education Agency shall review quarterly, costs associated with paper and plastic supplies and fuel surcharges on other deliveries. Any changes in Maschio's costs shall result in an appropriate change in the guarantee.
- There will be no cessation of labor within the district that would adversely affect sales.
- The Local Education Agency shall make payment to Maschio's for the entire amount of fees, costs and expenses which Maschio's shall have incurred as the result of union organizational activities and participation in administrative proceedings involving the unionization of personnel, which were unknown to the officers of Maschio's at the time of execution of this contract.
- The number of free and reduced students will be at least equal to the number of free and reduced eligible students in the previous school year.
- The LEA agrees to reimburse the food service account for the amount of unpaid charged meals either monthly or annually.
- The FSMC will not be responsible for the sales decrease due to the allowances given by the LEA for students to purchase lunches off campus if that allowance was not stated in the RFP.
- Any mandated expenses by either the federal or state governments regarding employee health care will reduce the guarantee in the amount of the actual cost of those expenses.
- The FSMC has not taken into account the effect of lunch meals distributed under the LEA's humanitarian meal policy in establishing the guarantee. Any changes in the value of lunch distributed under such policy that would negatively affect the guarantee will result in an appropriate adjustment thereof.
- The cost of providing alternate and standard humanitarian meals at no cost to students shall be excluded from the calculation of financial results for purposes of determining achievement of the financial guarantee. Humanitarian meals shall mean alternate meals provided at no cost to students who are

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unable to pay the full or reduced price for a reimbursable meal. The cost of such alternate meals shall be billed to and paid for by the LEA. If a standard reimbursable meal is provided, the standard meal price, paid or reduced, will be charged to and paid by the LEA.

BE IT FURTHER RESOLVED that the Board hereby approves the 2014-2015 lunch prices:

Student Lunch:	\$2.50
Staff Lunch:	\$3.00

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 motions: 1) Resignation – School Secretary 2) Appointment of Part Time Aides 3) Payout of Termination Pay (Unused Sick Pay) 4) Revised Compliance Officers 5) Appointment of Part Time Custodial Staff

Mrs. Antropow asked if the aides had been appointed. Mrs. Mioli stated that the other aides were appointed at a previous meeting with salaries to be determined.

Mrs. Lampe asked when the aides on the agenda would start so early.

1) Resignation – School Secretary

BE IT RESOLVED: Upon the recommendation of the Superintendent, the Board hereby accepts with regret, the resignation of Mrs. Arlene Pezzuti, Memorial School Secretary, effective October 1, 2014

2) Appointment of Part Time Aides

Upon the recommendation of the Superintendent, the Board hereby appoints the following part time aides:

Jennifer Olsen - Part time Memorial School Playground Aide, 10:15AM-1:15PM, M-F, \$10/HR
Tawnya Stojakovic - Part time Memorial School Playground Aide, 10:15AM-1:15PM, M-F, \$10/HR

3) Payout of Termination Pay (Unused Sick Pay)

Upon the recommendation of the Superintendent, the Board as per Article 7 of the Agreement between the NHEA and NH BOE approves the "Termination Pay" payout to Mrs. Carole Santin-Gorga, retired effective December 31, 2013, for 160 unused sick days in the amount of \$5100.

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4) Revised Compliance Officers

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board of Education hereby approves the REVISED list of Compliance Officers for the 2014-2015 School Year.

Anti-Bullying Coordinator
504 Compliance Coordinator
Anti-Bullying Specialist

Affirmative Action Officer
AHERA
Integrated Pest Management Compliance Officer
Right-to-Know
Indoor Air Quality Control Designated Person
Blood borne Pathogens

Stephen Miller
Stephen Miller
Melissa Tait - HMS
Giovanni Giancaspro - MS
Giovanni Giancaspro
Billy Mullanaphy
Billy Mullanaphy
Billy Mullanaphy
Billy Mullanaphy
Lori Romeo

5) Appointment of Part Time Custodial Staff

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board of Education hereby renews the following part time custodial staff, hourly rates to be determined:

Dianne Del Vecchio
Mario Sivera
Kenneth Bergstrom
Erasmus Colon
Mugni Zhaku
Fikrije Zhaku

Policy:

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

Motion: Mrs. Melone
Second: Mrs. Antropow
Vote: 7-0

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

1). Minutes

BE IT RESOLVED: The minutes listed below be approved as per copies distributed to each Board Member:

Special Meeting - June 12, 2014
Regular Meeting - June 24, 2014 - as amended
Closed Session - June 24, 2014

Mrs. Melone requested that her abstention be removed from the June 24th minutes. It was an error.

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

Motion: Mrs. Antropow

Second: Mrs. Melone

Vote: 7-0

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

1) Travel and Related Expenses 2) Approval of Revised Tuition Agreement with Inclusive Learning Academy - Aaron Decker School 3) Approval of Extended School Year Tuition Agreement with Inclusive Learning Academy - Aaron Decker 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	Lodging & M&IE*
Sept 30, 2014	Marybeth Miller	DCRP & NJ Div of Pensions	Rockaway, NJ	\$50	Per OMB Rate
August 27, 2014	Giovanni Giancaspro & Melissa Tait	How to Investigate HIB Claims	FEA, Monroe Twsp, NJ	150.00/per	Per OMB Rate
Oct 6, 2014	Audrey Mioli	Trends In Negotiations & Legal Update	Rockaway NJ	\$50	Per OMB Rate
Dec 11, 2014	Audrey Mioli	Voting Requirements, Roberts Rules of Order and Othr BOE Meeting Issues	Rockaway, NJ	\$50	Per OMB Rate
Feb 26, 2015	Audrey Mioli	UPDATE-Affordable Care Act	Rockaway, NJ	\$50	Per OMB Rate
March 26, 2014	Audrey Mioli	Purchasing	Rockaway, NJ	\$50	Per OMB Rate
May 14, 2014	Marybeth Miller	Admin Asst's Program	Rockaway, NJ	\$50	Per OMB Rate
April 16, 2015	Audrey Mioli	How to Prepare for Your Annual Audit	Rockaway, NJ	\$50	Per OMB Rate
September 24, 2014	Jane Ann Linde	CPR Recertification	Paramus, NJ	\$60	Per OMB Rate

* Plus Mileage and Tolls if Applicable

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2) Approval of Revised Tuition Agreement with Inclusive Learning Academy - Aaron Decker School

BE IT RESOLVED, upon the recommendation of the Interim Superintendent, the Board hereby approves the tuition agreement with Inclusive Learning Academy for Student #4067929630 for September 2014 through June 2015 for a total tuition charge of \$54,469.80.

3) Approval of Extended School Year Tuition Agreement with Inclusive Learning Academy - Aaron Decker School

BE IT RESOLVED, upon the recommendation of the Interim Superintendent, the Board hereby approves the extended school year tuition agreement with Inclusive Learning Academy for Student #4067929630 commencing July 7, 2014 for a total of 30 billable days for a total tentative tuition charge of \$9,810.60.

Facilities & Services:

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

Motion: Mr. Gorga

Second: Mrs. Antropow

Vote: 7-0

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

1). Use of District Facilities 2) Mural Proposal - TABLED 3) Use of Facilities - High Mountain Community Theater

There was discussion regarding the use of the facilities request from the High Mountain Community Group and the use of custodial staff.

Mr. Gorga commented that the board of education should not be responsible for the payment of overtime for custodial services.

The board also discussed the fact that school activities would take precedence over other request for the use of facilities.

1) Use of District Facilities

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
Borough of North Haledon	7/9/2014	6:30PM - TBD	HMS - MPR	Council Meeting/Redevelopment Plan
Borough of North Haledon	7/24/2014	7:00PM - 10PM	HMS - MPR	Planning Board Meeting
North Haledon Ed Foundation	Sept 14-June 15 Per Attached List	7:00PM - 9:00PM	HMS - Media Center	Monthly Meetings

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North Haledon Ed Foundation	Sept 20, 2014	9:00AM-11:30AM	HMS - Kitchen	Use of stove for N Haledon Day
North Haledon Ed Foundation	April 4, 2015	7:00AM-12:30PM	HMS - Kit & MPR	Pancake Breakfast
Girl Scout Brownie Troop 5594	Sept 14-June 15 Per Attached List	3:30PM-5:00PM	MS - classroom	Girl Scout Meetings
North Haledon PTO	Sept 14-June 15 Per Attached List	7:00PM-9:00PM	MS & HMS - GYM/MPR	Meet & Greet/PTO Meetings/Committee Tea

2) Mural Proposal - TABLED

3) Use of Facilities - High Mountain Community Theater

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the following use of district facilities subject to non-conflicting events - Pending availability and picking up the cost of custodial costs:

Organization	Date	Times	Location	Purpose
High Mountain Community Theater	12/1-5/2014	5PM-9:30PM	HMS - GYM/AUD	Rehearsal

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 to discuss matter pertaining to personnel.
2. The matter discussed will be made public when confidentiality is no longer required.
3. Action may be taken.

PRIVATE SESSION

Motion: Mr. Jordan
 Second: Mrs. Lampe
 Time: 7:21 PM
 Vote: 7-0

Re-open Public Meeting

Motion: Mr. Gorga
 Second: Mr. Dudas
 Time: 9:04 PM
 Vote: 7-0

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Unfinished Business-*

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Approval of the Business Administrator/Board Secretary contract

Be it resolved that the Board of Education hereby approves the previously submitted Employment Contract between the Board of Education and Audrey Mioli, Business Administrator/Board Secretary, for a term commencing retroactively on July 1, 2014 and expiring on June 30, 2015. The Board President and the Board Vice-President, as the attesting witness, are hereby authorized to execute the Employment Contract.

Motion: Mrs. Lampe
Second: Mr. Gorga
Vote: 7-0

ADJOURNMENT

Motion: Mr. Gorga
Second: Mr. Dudas
Time: 9:05 PM
Vote: 7-0

Respectfully Submitted,



Audrey Mioli, RSBA
Board Secretary