

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

Minutes

Regular Session of the Board of the Education

Wednesday, September 27, 2017

Ten members of the public were present. President Griffo called the meeting to order at 7:04 p.m. with the Flag Salute and Roll Call.

Roll Call Present: Dr. C. Badami., Ms. L. DeNova, Mr. A. Griffo, Ms. H. LaCognata (late 7:06), Mr. J. Mannino, and Ms. M. Melone

Absent: Mr. L. Colli, Mr. P. Ten Kate and Ms. M. Manning,

Also present were the Superintendent of Schools, Mr. N. Coffaro and Board Secretary, Ms. Debra Andreniuk

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, emailed 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.

Approval of Minutes

BE IT RESOLVED, that the Board of Education approves the minutes from the Regular and Executive Meetings held on August 23, 2017.

No additional discussion occurred.

Motion: Dr. Badami
Second: Mr. Mannino
Abstain: Mrs. DeNova
Vote - 5-0-1
The motion passed

Correspondence

There was no correspondence received.

Business Administrator Report

- FY'17 audit is in final stages. We anticipate a final report sometime in October.
- Working with Mrs. Lind. We submitted the application for 2017-2018 ESEA Grant by the mandatory due date and will be working to get the final expenditure report submitted for 2016-2017 Grant in early October.
- 2017-2018 is both a QSAC (Quality Single Accountability Continuum) and Administrative Review for food service year so I have been working on items required for both of those audits as well.
- I attended Passaic County Roundtable for business administrators last Wednesday morning. They provided us with a lot of information in regards to reports and deadlines that are coming up in the next couple of months.

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Ms. DeNova questioned why there wasn't any financial reports for August included in the agenda. Mrs. Andreniuk responded that both August and September financial reports should be available for the October meeting and that we are within the allowed reporting time period.

Representative's Reports

Committee	Members	Reports
Board of Recreation	Ms. Manning	NONE
Borough Council	Ms. LaCognata	NONE
Planning Board	Ms. LaCognata	NONE
PCSBA/NJSBA	Ms. DeNova	NONE
P.C.E.S.C.	Mr. Coffaro	NONE

Petitions of Citizens

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

1. Mayor George inquired if board was able to tell the public how much in legal fees was spent on the lawsuit. Mr. Griffo responded approximately \$8,000. Mayor George went on to comment that this was a waste of money to the taxpayers and that anyone running for public office should expect to have an opponent running against them.
2. Mr. Ferrante questioned what "hidden text" meant in the documents he received in reply to his OPRA request and if he received all the documents. Mr. Griffo replied that "hidden text" means that it was contained in a previous email and that if he double checks his paperwork all documents should be there. Mr. Ferrante also went on to state that he believed the content contained in the emails he received in the OPRA request indicated that the Mayor was telling the school district to hire an attorney and that this shows how politics are involved in the school district.
3. Ms. Antropow commented on the fact that the board has put a lot of money into the buildings and grounds and that focus needs to be redirected into putting funds into improving curriculum. Text books are 10-12 years old.
4. Mrs. Mannino commented on the curriculum as well and asked if there are procedures in place for re-evaluating text books being used and if there is a board member responsible for this. Mr. Griffo responded that the board operates as a committee of the whole and the whole board is responsible and it is going to be discussed with Mr. Coffaro.

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Ms. LaCognata also responded that with technology upgrades and going to 1:1 in the middle school with chrome books that a lot of this is being handled with software programs the district is using like the Discovery Education program we currently have.

Ms. Melone commented that since there are no longer committees she believes curriculum has not been discussed in over a year.

5. Ms. Antropow inquired as to when the budget process is starting and when the public will know how much is going to be put into the curriculum. Mr. Griffo responded that budget process starts now and that the budget will be presented to the public in April.

6. Mayor George commented that when the public came to the last meeting and complained about the air conditioning not working the district took action and got it fixed. The district is in the process of recovering from a big financial problems. Mistakes have been made and addressed and you need to move on. People in town call him to complain about different things in reference to the school district but don't come to the meetings. Former boards neglected caring for the buildings and grounds. He is working with the current board and Mr. Coffaro and offering as much as help as he can from the town and anticipates that continuing with future boards. He would like to see the relationship move forward in a positive manner and for the board to continue with transparency.

Mr. Griffo replied that the work sessions have to provide more information and that Mr. Coffaro keeps the board informed with email updates as necessary.

Ms. DeNova commented that she feels the work sessions are only used to review the agenda for the regular meeting and that more information has to be discussed during the work sessions.

Mr. Mannino commented that this is a process and that the board had to fix problems and now needs to refocus.

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

Regular Meeting Agenda

Finance:

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board of Education hereby approves motions: 1) District Claims; 2) *Approval of Consortium with Haledon for Title III Funds* *3) *Approval of Cooperative Pricing Agreement with Hunterdon County Educational Services Commission* *****

1: Approval of the District Claims

Resolve that upon the recommendation of the Business Administrator, the Board of Education approves the attached lists of claims for September in the total amount of \$1,138,248.98 be approved for payment, as follows:

General Operating Fund	(Funds 11, 12, & 13)	\$ 1,086,031.49
Special Revenue Fund	(Fund 20)	\$ 47,727.28
Capital Projects Fund	(Fund 30)	\$ 0.00
Debt Service Fund	(Fund 40)	\$ 0.00
Enterprise Fund	(Fund 60)	\$ 4,490.21

2: Approval of Consortium with Haledon for Title III Funds ***

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools that the Board of Education enters a consortium with Haledon School District for Title III Funds in the amount of \$1,538.

3: Approval of Cooperative Pricing Agreement with Hunterdon County Educational Services Commission ***

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

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WHEREAS, the Hunterdon County Educational Services Commission, hereinafter referred to as the "Lead Agency" has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on September 27, 2017 the governing body of the North Haledon Board of Education, County of Passaic, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services.

NOW, THEREFORE BE IT RESOLVED as follows:

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the North Haledon Board of Education

Pursuant to the provisions of the *N.J.S.A. 40A:11-11(5)*, the Business Administrator, Debra Andreniuk is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey.

This resolution shall take effect immediately upon passage.

Ms. Melone asked if resolution #2 could be explained and what the money was going to be used for. Mrs. Andreniuk responded that if a district receives under \$10,000 in Title III funds it either has to reject the funds or join with a consortium to use the funds. Mrs. Lind will use the funds for an allowable expense under Title III.

Motion: Mr. DeNova
Second: Ms. LaCognata
Abstain: Ms. Melone
(ck#7853 and any other related checks)
Vote- 5-0-1
The motion passed

Technology:

No Technology Actions Required.

Personnel:

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board of Education hereby approves motions: 1) Resignation- Instructional Aide; 2) Approval- District Mentoring Coordinator, 3) Amendment of the Approval of Salary, 4) Approval of Substitute List for September*** 5) *Appointment of Substitute Evening Custodian****; 6) *Amendment of the Approval of Salaries Paid from NCLB - Title I****; 7) *Approval of Mentoring Teachers****; 8) *Maternity Leave - Revision to Original Plan (Sick Days), Mrs. Nicole Bacchas****; 9) *Amendment of Start Date****; 10) *Approval of District Wide HIB Coordinator****; 11) *Approval of HIB Specialist****; 12) *Approval of Graduate Level Coursework****; 13) *Appoint Ms. Rosa Nativo, Part-Time Non-Instructional Aide****

1: Resignation- Instructional Aide

Resolve that upon the recommendation of the Superintendent, the Board of Education accept the resignation letter of Mrs. Maria Sole, Instructional Aide, effective September 5, 2017.

2: Approval- District Mentoring Coordinator

Resolve that upon the recommendation of the Superintendent, the Board of Education approve Ms. Kim Tanis as District Mentoring Coordinator, at a stipend of \$1,000 for the 2017-2018 School Year.

3: Amendment of the Approval of Salary

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Resolve that upon the recommendation of the Superintendent, the Board of Education approves the amendment of salary, starting September 1, 2017 for part time custodian, Nazaet Tela at a salary of \$13,500, representing 5.00 hours a day for the 2017-2018 School Year.

4: Was approved on September 13, 2017

5: Appointment of Substitute Evening Custodian***

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board of Education approves retroactively the appointment of Mr. Paul Foy as Substitute Evening Custodian not to exceed an average of 20 hours per week at a rate of \$15.00 per hour beginning on September 1, 2017 through June 30, 2018.

6: Amendment of the Approval of Salaries Paid from ESEA - Title I ***

BE IT RESOLVED, upon the recommendation of the Superintendent that the annual salaries of the teachers listed below be split between the accounts noted; said split to include funds from the Title I grant, in accordance with the ESEA approved by the N.J. Department of Education.

	<u>Local Funds</u>	<u>Title I Funds</u>
M. McLaughlin	\$40,710.00 (50.0%)	\$40,709 .00(50.0%)
R. Morgantini	\$37,777.00 (68.0%)	\$15,392.00 (32.0%)
K. Stipelkovich	\$66,812.00 (77.0%)	\$19,957.00 (23.0%)
S. VanderPyl	\$50,694.00(87.0%)	\$ 7,575.00 (13.0%)

7: Approval of Mentoring Teachers***

BE IT RESOLVED, upon the recommendation of the Superintendent that the Board approve the assignment of mentors for the following teachers as required by the New Jersey Department of Education, with stipends to be paid to the mentors from payroll deductions from the staff being mentored.

Wendy DeStaso mentoring Marissa Madison	Full Year	\$350.00
MaryAnn Jones mentoring Jennifer Stessel	Full Year	\$350.00
Kim Tanis mentoring James Gaffney	Full Year	\$350.00

8: Amendment of Maternity leave contract (Start Date and End Date) ***

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Board approves the new start for Susan Schwenker, Maternity Leave Replacement Teacher from September 25, 2017 to September 19, 2017 and end date from June 30, 2018 to on or about May 4, 2018.

9: Maternity Leave- Revision to Original Plan (Sick Days), Mrs. Nicole Bacchas***

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Board of Education approves revision to original maternity leave (sick days) for Mrs. Nicole Bacchas, beginning on September 18, 2017 extending through to on or about May 7, 2018. The period of September 18, 2017 through October 27, 2017 Mrs. Bacchas will use accumulated sick time in the amount of 30 days. The period of October 28, 2017 through on or about May 6, 2017 will be unpaid child rearing leave.

10: Approval of District Wide HIB Coordinator***

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Board approves Michele Mazzola, High Mountain Principal, as HIB Coordinator for the 2017-2018 School Year.

11: Approval of HIB Specialist***

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BE IT RESOLVED, upon the recommendation of the Superintendent, that the Board approves Veronica Conover, K-8 School Counselor, as HIB Specialist for the 2017-2018 School Year.

12: Approval of Graduate Level Coursework***

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Board approves Graduate Level Coursework in accordance with the terms of their negotiated agreements as follows:

<u>Name</u>	<u>Course</u>	<u>School</u>	<u>Credits</u>	<u>Term</u>
Corrie Bouma	Effective Leadership & School Management in Contemporary Education	Ramapo College	4	Fall 2017

13: Appoint Ms. Rosa Nativo, Part-Time Non-Instructional Aide***

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Board approve Ms. Rosa Nativo as Part-Time Non-Instructional Aide for three (3) hours per day, not to exceed 158 days at Memorial School, at a rate of \$10.25 per hour pending favorable outcome of Criminal History Report.

Ms. Melone requested that item #13 be tabled to be discussed in executive session.
Ms. Melone questioned if timely notice was given for item #9. Mr. Coffaro replied yes.

**Motion: Mr. DeNova
Second: Dr. Badami
Item #13 tabled for
discussion in executive session
Vote - 6-0-0
The motion passed**

Policy:

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board of Education hereby approves motion: 1) Second Reading of Policy Alert 213; 2) Amendment to Annual Meeting Calendar***

1: Second Reading of Policy Alert 213

Resolve that upon the recommendation of the Superintendent, the Board accept first reading of Policy Alert 213, as noted below:

- P2700- Services to Nonpublic School Students (Revised)
- P&R 7100- Long Range Facilities Planning (Revised)
- P&R 7101- Educational Adequacy of Capital Projects (Revised)
- P7102- Site Selection and Acquisition (Revised)
- R7102- Site Selection and Acquisition (New)
- P7130- School Closing (Revised)
- P7300- Disposition of Property (Revised)

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- R7300.1- Disposal of Instructional Property (Abolished)
- R7300.2- Disposal of Land (Revised)
- R7300.3- Disposition of Personal Property (Revised)
- R7300.4- Disposition of Federal Property (Revised)

2: Amendment to Annual Meeting Calendar***

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board accepts the amendment to the annual Meeting Calendar to include a Workshop Meeting scheduled on November 8th, 2017 to be held in Library/Media Center at Memorial School, 201 Squaw Brook Road in North Haledon, NJ to begin at 7:00pm, and shall be open to the public in accordance with Open Public Meeting Act of the State of New Jersey.

Ms. DeNova inquired if there will only be one meeting in the months of October and December. Mr. Griffo replied yes due to conflicts with other district activities.

Ms. Melone requested that the board be supplied the agenda the week before. Mr. Griffo replied that the board will receive the agenda the Friday before the meeting when available.

**Motion: Dr. Badami
Second: Ms. DeNova
Vote - 6-0-0
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, as noted below: 2) Approval of Exchange of Goods***

1. Approval of District Facilities Use

Resolve that upon the recommendation of the Superintendent, the Board of Education hereby approves the following use of district facilities subject to non-conflicting events.

Organization	Date	Times	Location	Purpose
PTO (SEE ATTACHED)	2017-2018 SY	Varying	Memorial School & HMS	PTO Events & Meetings
Student Council Dances	Oct 27, 2017 Jan 26, 2018	6:30pm-10:00pm	All-Purpose Room (HMS)	Student Dance
Little Ivy Academy	Oct 5,12,19,26 Nov 2,9,16,23,30 Dec 7,14,21	2:45pm-4:30pm	Science Lab (HMS)	STEM/STEAM
Little Ivy Academy	Oct 2, 9,16,23,30 Nov	2:45pm-4:30pm	Memorial School Room 201 & 211	STEM/STEAM

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	6,13,20,27 Dec 4, 11			
Borough of North Haledon	Dec 9, 2017	3:30pm-8:00pm	Kitchen & APR (HMS)	Mayor's Holiday Party
PTO	Nov 15, 2017	1:30pm-6:30pm	Kitchen (Memorial School)	Fall fundraiser product pickup
GS Troop #95934 Meetings	Sept 29, Oct 20, Nov 17, Dec 8, Jan 19, Feb 23, Mar 23, April 20, May 17, June 8	4:00pm-6:15pm	HMS - 1 Classroom	GS Meeting

North Haledon Recreation Volleyball Clinic	10/4/17, 10/10, 10/17, 10/24, 11/7, 11/14	5:00pm-8:00pm	HMS - Gymnasium	NH - Rec Volleyball Clinic
NHEA	Oct 18, 2017	3:00pm-5:00pm	HMS - Multi-Purpose Room	NHEA Benefits Fair
NH Rec Basketball Pgm	Dec 1, 2017- Mar 17, 2018	M-F 6:00-9:00pm Sat 9:00a-4:00pm M-F 5:30-9:00pm Sat 9:00a-4:00pm	Memorial - Gymnasium HMS - Gymnasium	NH - Rec Basketball Prgm
Cub Scout #70	Jan 27, 2018	9:00am-6:00pm	HMS - Multi-Purpose Room	Annual Pinewood Derby Event
PTO	10/2/17, 11/6 12/4, 1/8/18, snow date 1/9, 2/5, snow date 2/12, 3/5, 4/16, 5/7, 6/4	8:00pm-9:00pm	HMS - Library	PTO - 8th Grade Committee Meeting
PTO	Feb 9, 2018	5:00pm-10:00pm	Memorial - Gymnasium	Sweetheart Dance

2) Approval of acceptance of chair donation from town of North Haledon***

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board of Education hereby accepts 75 chairs, per approval of the Mayor of North Haledon as a donation

3) Approval of donation of Otto Benz painting to the town of North Haledon***

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BE IT RESOLVED, upon the recommendation of the Superintendent, the Board of Education hereby approve the donation of an Otto Benz painting from the Superintendent's office to the town of North Haledon

Ms. Melone asked what is the purpose of the painting and if it is going to be appraised. Mr. Griffo responded that the painting was done by a local artist and the value is less than \$200.

Ms. Melone stated that she did not feel the exchange followed the proper process and that the whole board should have been consulted prior to the agreement being made.

Mayor George commented that he has quite a few paintings on display in the municipal building done by Mr. Benz who painted various sceneries of North Haledon. He has the paintings repaired and reframed and hung up in the municipal building for residents to enjoy. He also noted that he did not feel that it was an "exchange of goods" i.e. Chairs for painting and should not be grouped together.

Mr. Griffo requested that resolution #2 *Approval of Exchange of Good* be separated into 2 separate resolutions. One to accept the donation and one to grant the donation as they are not linked to each other.

**Motion: Ms. LaCognata
(as amended)
Second: Ms. DeNova (as
Amended)
Vote - 6-0-0
The motion passed**

Curriculum:

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motion: 1) Approval of Field Trips; 2) Approval of Travel, Conferences, Workshops and Related Expenses, as noted below, 3) Approval of Author & Illustrator Visit

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
October 2017	Kindergarten	North Haledon Firehouse	No Cost
Spring 2018	Kindergarten	North Haledon Library	No Cost

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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
Sept 8, 2017	Mrs. Antonella Lind	County Roundtable	Wayne, NJ	No Cost	None

3: Approval of Author & Illustrator Visit:

Resolve that upon the recommendation of the Superintendent, that the Board of Education approves book author Anna Kang and Illustrator, Christopher Weyant, for a visitation with our Kindergarten through Second Grade students on October 18th, 2017 at no cost to the Board of Education.

No additional discussion occurred.

Motion: Ms. DeNova
Second: Ms. LaCognata
Vote - 6-0-0
The motion passed.

Petitions of Citizens

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

No one from the public commented.

A motion was made by Dr. Badami and seconded by Ms. Melone to close the floor to public comment on any items. The motion passed, all members present voting yes.

Old Business

Maker-Space:

Mr. Coffaro commented that the area has been updated with display boards.

Mr. Mannino questioned if classes are being held in the maker space area. Mr. Coffaro responded when the unit begins classes will be held and he is not sure when classes are going to be here.

Lunch Committee:

Mr. Griffo commented that he is going to the next PTO meeting to get volunteers for the committee.

Ms. DeNova questioned if there will be a board rep on the committee and if Mr. Coffaro will be at the meetings. Mr. Griffo responded yes if anyone on the board is interested in serving on the committee and yes Mr. Coffaro will be a part of the meetings because it is going to be district wide and building wide.

New Business

None

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 September 27, 2017 at 7:58 p.m. to discuss:
 - a. matters considered confidential by federal law, state statute or court rule;
 - b. 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.

**Motion: Ms. DeNova
Second: Ms. LaCognata
Vote: 6-0-0
The motion passed.**

President Griffo reconvenes the meeting at 8:19 p.m. All members of the Board were still present except Ms. Manning, Mr. Colli and Mr. TenKate (absent).

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Tabled Item

Personnel:

13: Appoint Ms. Rosa Nativo, Part-Time Non-Instructional Aide***

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Board approve Ms. Rosa Nativo as Part-Time Non-Instructional Aide for three (3) hours per day, not to exceed 158 days at Memorial School, at a rate of \$10.25 per hour pending favorable outcome of Criminal History Report.

Motion: Ms. LaCognata

Second: Ms. DeNova

Vote: 6-0-0

The motion passed.

Adjournment

A motion was made by Mr. Mannino seconded by Ms. LaCognata to adjourn the meeting. The motion passed, all voting in favor of the motion. The meeting adjourned at 8:22 p.m.

Respectfully Submitted,



Debra Andreniuk, CPA
Board Secretary