

**BOARD OF EDUCATION
BOROUGH OF NORTH HALEDON**

MINUTES - Regular Meeting

September 24, 2014

1 of 10

CALL TO ORDER

TIME: 7:30pm

Location: Memorial School

Flag Salute

Roll Call

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

ABSENT:

Mr. Dudas 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 welcomed all to this evenings meeting. He reported on: today's lock in procedure at both schools, a successful back to school nights at both Memorial and High Mountain Schools. October will be the start of the monthly Coffee & Conversation. The event will take place at High Mountain School, 7:30pm on October 15, 2014. It will be an open agenda.

Mr. Coffaro invited all to attend his once a month Coffee & Conversation round table. The first will be on October 15, 2014 at 7:30PM at the High Mountain School. He asked that the web site be checked for other events that will occur during the school year.

Mrs. Melissa Tait, Principal High Mountain School reported: the back to school night was a huge success with a lot of positive feedback, we are in the 4th year of participating in Operation Goody Bag, which is a service project that giving thanks to service men and woman and 1st responders, Fountas & Pinnell testing in grade 5 has started grade 6 will begin soon, Atom the leopard gecko has joined Ms. Petrillo's class, Atom was provide through a grant from Petco, Student council elections have taken place, Band lesson have starte, numbers have increased. Summer music program was a huge success. Parent asking for future opportunities, and School pictures will be on September 25th.

Mr. Giovanni Giancaspro, Principal of Memorial School reported: the school year off to a great start, concerns regarding the bus routes have diminished, monthly drills are coordinated with both the fire and police departments, Summer reading and math challenge was a concern, participation was as follows - reading 67% completed, 10% did partial, 23% did not complete, math 55% completed, 12% partial and 33% did not complete, the new schedules have been input, ABCD days are being followed, Principal newsletter is on the web site, we are in the second year of the report card piolet, back to school night was great, had hope to have picture day outside, however due to weather it will be inside with an autumn back drop, Halloween Parade on 10/31 at 1:30pm, bench mark assessment have begun, on October 1st letters will be going out to parents regarding their child's placement in basic skills, there will a reading challenge taking place.

**BOARD OF EDUCATION
BOROUGH OF NORTH HALEDON**

MINUTES - Regular Meeting

September 24, 2014

2 of 10

Mr. Stephen Miller, presented an overview of harassment intimidation and bullying (HIB) and the results of an assessment.

Mr. Miller reported that there were no incidents if HIB for the month of September.

Business Administrator's Report

Finance

Investment report as of June 30, 2014

Total Governmental Funds \$130,746.31

Communications- None

Committee Reports

Committee Reports

Facilities & Services: Mr. Gorga – No Report

Curriculum: Mrs. Antropow – No Report

Finance: Mrs. Lampe – No Report

Personnel: Mrs. Lampe – No Report, asks for board approval on agenda items.

Policy: Mrs. Melone reported that the committee met in September 18th to discuss the latest policy alerts at length. Several policies that will require revisions.

Public Relations: Mrs. Antropow reported that the meet and greet at Back to School Night went well.

Technology: Mrs. Antropow reported that the committee has a meeting planned for Monday September 29th.

Negotiations: Mrs. Contegiacomo – No Report

Representative's Reports

Board of Recreation: No Report

Borough Council: Mrs. Lampe reported that North Haledon Day was a great success.

Planning Board: Mr. Gorga – No Report

PCSBA/NJSBA: Mrs. Melone - No Report

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

Accept Reports

Motion: Mrs. Lampe

Second: Mrs. Antropow

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

Vote: 7-0

**BOARD OF EDUCATION
BOROUGH OF NORTH HALEDON**

MINUTES - Regular Meeting
Petition of Citizens

September 24, 2014

3 of 10

Mrs. Primavera asked: 1) what are the rules of detention? What warrants a detention? 2) School project be addressed. She feels that they should be done at school. Will projects be done in school or will they be cut 3) what is the library being used for since no one has library.

Mr. Coffaro asked if he meet with her after meeting.

Ms. Lydia Mekjian addressed the board regarding the elimination of bereavement days.
Mr. Jordon addressed Ms. Mekjian.

Mrs. Heereman asked in there would be a reverse 911 in place for any future events. Mr. Jordan responded that is was decided that it was not necessary to place a reverse 911 call. The chief of police assured administration that things were under control.

She asked why did we change bus companies. Will there be a new schedule, bus is still 5-10 minutes late.
Mrs. Mioli respond that the routes went out to bid and that it was the lowest bidder who was awarded the route.
We will look into revised schedules.

Ms. Lisa Josephs asked for clarification on the repeal of policy 4432 and 4436. Mrs. Lordi explained that the repeal is as a result of a reconfiguration of policies.

Motion to Close the Floor: Mrs. Lampe
Second: Mrs. Antropow
Vote: 7-0

New Business

Finance:

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

Motion: Mrs. Lampe
Second: Mrs. Contegiacomo
Vote: 7-0

BE IT RESOLVED: Upon the recommendation of the Superintendent, the Board hereby approves motions
1) Approval of District Claims 2) Financial Reports 3) Budget Transfers 4) Approval of the September 2014 payroll 5) Substitute Teacher Registry Agreement

1) Approval of District Claims

BE IT RESOLVED: That the attached list of claims, dated September 24, 2014 in the amount of \$82,319.71 be approved for payment immediately or as funds of this Board become available. This list includes the following payments per fund General Fund, \$80,481.64, Special Revenue Fund, \$1,838.07.

**BOARD OF EDUCATION
BOROUGH OF NORTH HALEDON**

MINUTES - Regular Meeting

September 24, 2014

4 of 10

2) Approval of Financial Reports

BE IT RESOLVED: That the Board Secretary and Treasurer of School Monies reports for June 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 May 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.

3) 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 \$911,979.56 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.

4) Approval of the September 2014 payroll

BE IT RESOLVED: The Board approves the September, 2014 payroll in the amount of \$614,528.73 having been duly audited by the business administrator and previously paid.

5) Substitute Teacher Registry Agreement

BE IT RESOLVED: Upon the recommendation of the Superintendent, the Board hereby approves the Substitute Teacher Registry Agreement with the Passaic County Educational Services Commission at an annual cost of \$6,417.00.

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) Substitute Teachers 2) Appointment of Aides 3) Revised Aide Hours 4) Appointment of Staff to I R & S 5) Media Center Volunteer – Mrs. Lorraine Scudieri 6) Art Volunteers 7)Amend the Movement on Teachers Salary Guide for Dana Tinari and Judith Russo 8) Movement on Guide- Dana Ash

1) Substitute Teachers

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the following substitute teachers (as attached) effective September 24, 2014 through June 30, 2014 at the approved daily rate of pay per day.

**BOARD OF EDUCATION
BOROUGH OF NORTH HALEDON**

MINUTES - Regular Meeting

September 24, 2014

5 of 10

2) Appointment of Aides

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the appointment of the following aides:

| | |
|----------------|--|
| Sherri Nickels | \$15.00/hr not to exceed 1260 hrs, effective September 3, 2014 |
| Tina Targia | \$15.00/hr not to exceed 1260 hrs, effective September 9, 2014 |

3) Revised Aide Hours

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the increase in hours for the following aide:

Lisa Donnelly increase from max annual hours of 920 hrs to max annual hours of 1260 hrs

4) Appointment of Staff to I R & S

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the appointment of the following employee to the I R & S team:

Nicole Bacchas Stipend of \$920

5) Media Center Volunteer

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves Mrs. Lorraine Scudieri as a volunteer in the Memorial School Media Center.

6) Volunteer – Art

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the following art volunteers, subject to criminal history review:

Tawnya Stojakovic
Barbara Cascardi
Sunny-Lee Yoo
Lorraine Scudieri
Pamela Rajkowski

7) Amend Movement on Guide for Dana Tinari and Judith Russo

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Board hereby amends its August 27, 2014 resolution approving the advancements on the teacher salary guide for Dana Tinari and Judith Russo from B.A. to M.A. as follows: the aforementioned advancements on the teacher salary guide shall be effective, retroactively, as of September 1, 2012.

8) Movement on Guide- Dana Ash

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Board hereby approves the advancement on the teacher salary guide from B.A. to M.A. for the 2012-2013 school year for former employee Dana Ash, who was employed as a teacher by the Board for the entire 2012-2013 school year,

**BOARD OF EDUCATION
BOROUGH OF NORTH HALEDON**

MINUTES - Regular Meeting

September 24, 2014

6 of 10

effective, retroactively, as of September 1, 2012 and further authorizes payment to Ms. Ash for such advancement on the teacher salary guide in such amount as approved in writing by the Board's auditors (Lerch, Vinci & Higgins).

Policy:

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

Motion: Mrs. Melone

Second: Mrs. Contegiacomo

Vote: 6- Yeah, 1 –Nae

Mr. Valenti shared his opinion on polices and the effect on contracts. Things we put into our policies should be the starting point for contracts. Mrs. Lordi offered to provide attorney advise in closed session.

Resolutions 1-3, Vote: 7-0

Resolution 4: Vote: 6-1

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

1) Minutes 2) Policy –First Reading 3) Policy –Second Reading Policy 4431 Personal Leave Non-Instructional Staff 4) Repeal Policy 4432 Sick Leave and Bereavement Leave Non-Instructional Staff and Policy 4436 Personal Leave

1). Minutes

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

Work Session – August 20, 2014

Regular Meeting –August 27, 2014

Closed Session – August 27, 2014

2) Policy – First Reading

Be it resolved, upon the recommendation of the Superintendent, the Board hereby approves the first reading of policies as listed on Policy Alert 202 and 203:

P0141 Board Member Number and Term (Revised)

P0143 Board Member Election and Appointment (Revised)

P1581 Victim of Domestic or Sexual Violence Leave (M) (Revised)

P3125 Employment of Teaching Staff Members (M) (Revised)

P3230 Outside Activities

P3240 Professional Development for Teachers and School Leaders (M)

R3240 Professional Development for Teachers and School Leaders (M)

P4125 Employment of Support Staff Members (M)

P4230 Outside Activities

P8508 Lunch Offer Versus Serve (OVS)

P&R2412 Home Instruction Due to Health Condition (M)

**BOARD OF EDUCATION
BOROUGH OF NORTH HALEDON**

MINUTES - Regular Meeting

September 24, 2014

7 of 10

P&R2417 Student Intervention and Referral Services (M)
P&R2481 Home or Out of School Instruction for a General Education Student for Reasons Other Than a Temporary Chronic Health Condition
P3283 Electronic Communications Between Teaching Staff Members and Students (M)
P4283 Electronic Communications Between Teaching Staff Members and Students (M)
P&R 5200 Attendance (M)
P&R 5610 Suspension (M)
P&R 5611 Removal of Students for Firearms Offenses (M)
P5612 Assaults on District Board of Education Members of Employees (M)
R5612 Assaults on District Board of Education Members of Employees (M)
P&R 5613 Removal of Students for Assaults with Weapons Offenses (M)
P5620 Expulsion
P&R8462 Reporting Potentially Missing or Abused Children (M)

3) Policy – Second Reading

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

Policy 4431 Sick Leave Non-Instructional Staff

4) Second Reading- Repeal Policy 4432 Sick Leave and Bereavement Leave Non-Instructional Staff and Policy 4436 Personal Leave

Be it resolved, upon the recommendation of the Superintendent, the Board hereby repeals the following policies:

Policy 4432 Sick Leave and Bereavement Leave Non-Instructional Staff
Policy 4436 Personal Leave

Curriculum:

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) **Adoption of Science Curriculum**
- 2) **Submission of and the Statement of Assurances for the School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act (ABR)**
- 3) **Field Trip**
- 4) **Submission of NJQSAC Statement of Assurance**

**BOARD OF EDUCATION
BOROUGH OF NORTH HALEDON**

MINUTES - Regular Meeting

September 24, 2014

8 of 10

1) Adoption of Science Curriculum

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby adopts the district K-8 Science Curriculum.

2) Statement of Assurances – School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act (ABR)

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the submission of the School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act (ABR) and the Statement of Assurances

3) Field Trip

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the following Field Trip and Event destinations:

North Haledon Fire House

4) Submission of NJQSAC Statement of Assurance

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the submission of the NJ Quality Single Accountability Continuum Statement of Assurance – School Year 2014-2015

Facilities & Services:

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

Motion: Mr. Gorga

Second: Mrs. Contegiacomo

Vote: 7-0

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

1). Use of District Facilities 2) Accept quote Wheel Chair Lift

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 |
|---------------------|--------------------------------|--------------|--------------------------|----------------------------|
| North Haledon PTO | Oct 20, 2014 & Feb 23, 2015 | 4PM – 9PM | MS – MPR/Media Center | Fall and Spring Book Fairs |

**BOARD OF EDUCATION
BOROUGH OF NORTH HALEDON**

MINUTES - Regular Meeting

September 24, 2014

9 of 10

| | | | | |
|---|-------------------------------------|-------------------------|-------------------|---|
| Girl Scouts | Every other Thursday beginning 10/9 | 3PM-4:30PM | Memorial School | Scout Meetings |
| NH 8 th Grade Committee | As Attached | 7PM-9PM | HMS-MPR & Library | 8 th Grade Committee Meetings & 8 th Grade Parents Meetings |
| St Anthony CYO Basketball | 9/14-5/15/15 | Sat 4-9, Sundays 12-9 | MS- Gym | Basketball practice and games |
| Boys & Girls Club of Hawthorne | 9/26,10/10,10/24, 11/21/14 | 6PM-8:35PM | MS-MPR & Gym | To provide fun and games for K-5 |
| Boys & Girls Club of Hawthorne | Wednesday Nights 0/27-12/3/14 | 6:00PM-8:00PM | HMS-MPR & Rm 143 | To provide a fine arts program for grades K-8 |
| Boys & Girls Club of Hawthorne | 10/3, 10/17, 11/14/14 | 6:30PM-9:00PM | HMS- Gym& RM 143 | To provide fun and games for middle school aged children gr 5-8 |
| Girl Scout Troop 4251 | Tuesdays beginning Sept 30th | 3PM-4:30PM | HMS - TBD | Scout Meetings |
| Team Positive Productions, LLC | Oct 3, 2014 | 9am-11am | MS | HIB Performance, K-4 |
| Girl Scout Daisy Troop 95885 | See Attached | 2:45PM-4:45PM | MS-Media Center | Scout Meetings |
| N Haledon Recreation-N Haledon Basketball | Dec1, 2014-March 2015 | M-F; 5PM-9PM, S 9am-4PM | HMS & MS - Gyms | K-8 Basketball |

2) Accept quote Wheel Chair Lift

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby accepts the proposal for an incline wheel chair lift as quoted by Mobility Elevator & Lift Co. at a cost of \$19,700.

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 receive attorney advice on issues regarding board policies.
2. The matter discussed will be made public when confidentiality is no longer required.
3. Action May be taken.

PRIVATE SESSION

Motion: Mrs. Lampe
 Second: Mrs. Contegiacomo
 Time: 8:24PM
 Vote: 7-0

Re-open Public Meeting

Motion: Mrs. Contegiacomo

**BOARD OF EDUCATION
BOROUGH OF NORTH HALEDON**

MINUTES - Regular Meeting
10

September 24, 2014

10 of

Second: Mrs. Lampe
Time: 8:42 PM
Vote: 7-0

Unfinished Business- None

ADJOURNMENT

Motion: Mrs. Contegiacomo
Second: Mrs. Antropow
Time: 9:00PM
Vote: 7-0

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Amioli', written in a cursive style.

Audrey Mioli, RSBA
Board Secretary