

**MEETING OF THE NORTHVALE BOARD OF EDUCATION
NORTHVALE, NEW JERSEY
REGULAR MEETING – MONDAY, OCTOBER 17, 2016
6:00 PM – MEDIA CENTER**

AGENDA

Meeting Regulations

During this regular meeting, two opportunities are provided for citizens to ask questions and to make comments. During the first opportunity, early on the agenda, comments are invited. The second opportunity will occur just prior to adjournment, when residents may address general comments to the Board with time limits being at the discretion of the President.

Persons wishing to speak must, upon being recognized, rise and state their name and address. The Board reserves the right to establish rules for the conduct of its meetings, including such matters as the time at which the public will be heard, if at all, who may speak, and for how long. All such rules shall be monitored by the President unless the majority of the Board present and voting, rule otherwise.

Comments and questions shall be limited to issues. If personal remarks or discourteous statements are made, the presiding officer shall require speaker to sit down.

To inspect or obtain a copy of any public record required to be made available under N.J.S.A. 47:1A-1, *Examination and Copies of Public Records*, please contact the Business Administrator, Northvale Board of Education, 441 Tappan Road, Northvale, NJ 07647

Copies of all public meeting agendas are online on the district website:

<http://www.northvaleschool.org>

- I. CALL TO ORDER AND ROLL CALL**
- II. FLAG SALUTE AND PLEDGE OF ALLEGIANCE**
- III. PUBLIC ANNOUNCEMENT BY PRESIDING OFFICER**

Adequate notice of this meeting has been emailed to the municipal clerk and the Rockleigh School Business Administrator, and was also published in The Record on January 15, 2016.

- IV. ADJOURN TO EXECUTIVE SESSION**

**WHEREAS, the Open Public Meeting Act and the Northvale Board of Education policy reserve the right within the constraints of state law to sit in executive session; and
WHEREAS, there now exists a need for this board to meet in an executive session; now, therefore, be it**

RESOLVED, that the Northvale Board of Education adjourn into executive session for personnel matters and potential contracts.

- V. APPROVAL OF MINUTES**

REGULAR MEETING OCTOBER 17, 2016

RESOLVED that the Northvale Public School District Board of Education approve the following Northvale Public School District minutes:

Regular Meeting	September 19, 2016
Executive Session	September 19, 2016

VI. COMMENTS FROM THE PUBLIC – AGENDA ITEMS ONLY

Citizens are invited to make comments and are limited to five minutes, according to the Northvale Public School District Board of Education Bylaw #0167. Persons wishing to speak must, upon being recognized, rise and state their name and address.

VII. SUPERINTENDENT’S REPORT

Presentation PARCC & NJASK – Jeanne Griffin

It is the recommendation of the Superintendent that the Board of Education approve:

1. Retroactively maternity leave replacement, Mrs. Christine Higgins (Speech & Language Therapist), from Region V Special Services, beginning October 4, 2016 through June 30, 2017. Five (5) days per week.
2. Retroactively maternity leave replacement, Coleen Mullen (School Psychologist), from Region V Special Services, beginning October 5, 2016 through January 1, 2017. Two (2) or Three (3) days per week.
3. The Nursing Plan for the 2016-2017 school year.
4. The NJ Quality of Single Accountability Continuum (QSAC) Statement of Assurance for the 2016-2017 school year.
5. Medical Leave of Absence for Erin Clarke from October 29, 2016 through November 27, 2016.
6. The following trips:
 - a. SDL Program trips
 - b. Eighth Grade – Orientation at NVOT
7. The Northvale Student Council Dance on November 4, 2016 in the Gymnasium.

REGULAR MEETING OCTOBER 17, 2016

8. Travel Requests as follows:

	NAME	CONFERENCE/ SEMINAR	LOCATION	DATE
	Anthony Coppolla	Asbestos & Maintenance Refresher Course	Ocean, NJ	11/1/16
	Emmett Dresler	Atlantic's Technology Open House (Crypto Ransomware, Backup Disaster Recovery)	Bloomfield, NJ	10/19/16

9. The following Policy for First Reading

Policy
7522

School District Provided Technology Devices to Staff Members

10. Camiryn Belen, a St. Thomas Aquinas College student, for 100 observation hours with Mrs. Geralyn Higgins and Mr. Ron Kucheruck, beginning October 19, 2016.
11. Mrs. Jaclyn Green and Ms. Stephanie Droste to be added to our 2016-2017 substitute list. (pending completed paperwork)
12. The following Security Drill.

Fire Drill: 9/13/2016
Security drill: 9/20/2016 – Non Fire Evacuation Drill
Fire Drill: 10/10/2016

VIII. BUSINESS ADMINISTRATOR'S REPORT

It is the recommendation of the Business Administrator that the Board of Education approve the following:

REGULAR MEETING OCTOBER 17, 2016

- 1. General Fund warrants:
 - July Hand Check \$10,165
 - October Check Register \$700,338.39
 - October Payroll \$518,371.16

Milk Fund Warrant: Cream-O-Land Dairies \$967.56

- 2. Report of the Board Secretary and Report of the Treasurer for the month ending August 2016; and
Further, that in compliance with NJAC 6A: 23-2.11(c) 4, the Northvale School District Board of Education certifies that no major account or fund has been over-expended and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.
- 3. Transfer of funds between budgetary line items for September 2016 in compliance with NJ S-1701 Regulations (10% cap)
- 4. Payment Application #3 from Stone Creek, Inc. in the amount of \$37,525.00 for work completed to date with the Gym Renovation as per the recommendation of the architect, DiCara Rubino Architects.
- 5. Payment Application #5 from Salazar & Associates, Inc. in the amount of \$34,927.70 for work completed to date with the Stem Lab Renovation as per the recommendation of the architect, DiCara Rubino Architects.
- 6. Change Order GC-03 from Salazar & Associates in the amount of \$2,841.95, a credit not to install wall fabric as per the recommendation of the architect, DiCara Rubino Architects

7. **COMPREHENSIVE MAINTENANCE PLAN**

WHEREAS, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities for the various school facilities of the Northvale Public School District are consistent with the requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

NOW THEREFORE BE IT RESOLVED, that the Northvale Public School District hereby authorizes the school business administrator to submit the attached Comprehensive Maintenance Plan for the Northvale School District in compliance with Department of Education requirements.

REGULAR MEETING OCTOBER 17, 2016

8. Contract with Capital One Bank for use of a remote deposit scanner at a fee of .05 per check due to the closures of nearby Capital One branch locations.
9. Agreement with Asbury Park Information Technology Center for creation of “exit files” of our budget and payroll data and provide the data to our new budget and payroll software provider at a cost of \$2,000.
10. Applications for Use of School Buildings submitted by the following organizations:
 - Summer Camp – Northvale Recreation.....7/3/16 – 8/4/16
11. Post Travel Report submitted pursuant to P.L. 2007, c.53 travel requirements N.J.S.A 18A: 12-33.

IX. NEW AND UNFINISHED BUSINESS

DATES TO REMEMBER

Teacher Convention November 10 & 11, 2016 – School Closed

Regular Meeting – November 14, 2016.....6:30 pm

Thanksgiving – November 24 & 25, 2016 – School Closed

X. COMMENTS FROM THE PUBLIC

Citizens are invited to make comments and are limited to five minutes, according to the Northvale Public School District Board of Education Bylaw #0167. Persons wishing to speak must, upon being recognized, rise and state their name and address.

XI. ADJOURNMENT