

**MEETING OF THE NORTHVALE BOARD OF EDUCATION  
NORTHVALE, NEW JERSEY  
REGULAR MEETING – MONDAY, APRIL 25, 2016  
6:30 PM – MEDIA CENTER**

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**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. APPROVAL OF MINUTES**

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

Regular Meeting	March 14, 2016
Executive Session	March 14, 2016

**V. 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.

**VI SUPERINTENDENT'S REPORT**

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

The following salaries (\*) will change, subject to new NEA contract.

1. Mrs. Jennifer Leiman, Occupational Therapist for the 2016-2017 school year, effective September 1, 2016.
2. Mrs. Shannon Lewis, Spanish Teacher for the 2016-2017 school year, effective September 1, 2016.
3. Ms. Crystal Cooke, First Grade Maternity Leave Replacement Teacher effective May 16 through June 30, 2016 and continues from September 1, 2016 through June 30, 2017.
4. Ms. Melissa Pesce, Third Grade Maternity Leave Replacement Teacher effective September 1, 2016 through December 31, 2016.
5. Ms. Megan Vittorio, part-time Instructional Aide for the 2016-2017 school year, effective September 1, 2016.
6. Mrs. Nadine McGrath, Curriculum & Instruction Supervisor, 11 month position, for the 2016-2017 school year, effective July 1, 2016.
7. Mrs. Dianne Smith, Principal, 12 month position, for the 2016-2017 school year, effective July 1, 2016.
8. Mrs. Leslie Fishbein, Special Education Supervisor and Learning Disabilities Teacher Consultant, 11 month position, for the 2016-2017 school year, effective July 1, 2016.

REGULAR MEETING – APRIL 25, 2016

9. Mr. German Molina, part-time school bus driver beginning May 2, 2016.
10. NEA Zumba Mania fundraiser for the Scholarship Committee to be held on Wednesday, May 18 in the gymnasium.
11. The following school trips:
  - a. Grade 4 trip to the DeWint House Carriage House Museum walking Tour, Tappan, NY
  - b. Grade 3 trip to Liberty State Park/Ellis Island
12. The 8<sup>th</sup> grade Swim Trip to Harrington Park pool on June 13, 2016 with a rain date of June 14, 2016.
13. The 8<sup>th</sup> grade Dinner Dance at the Rockleigh County Club changed to Tuesday, June 14, 2016.
14. Travel Requests as follows:

	NAME	CONFERENCE/ SEMINAR	LOCATION	DATE
a.	Joan Bohan	School Nurse Seminar	Fairfield, NJ	5/25/16
b.	Vicky Nicolich	2016 Summer Institutes on the Teaching of Reading and Writing	Paramus, NJ	7/11-7/14
c.	Maria Soria	Teacher Tinker Technology Bootcamp	New York, NY	8/26-8/28

13. The following NVOT Senior Service students (from May through June).

Pooja Vekaria	Mrs. Heyboer
Hara Chung	Mr. Herndon
Kelly Anne Brogan	Mrs. Santos
Kailyn Sytsma	Mrs. Helfman
Maya Pontone	Dr. Sarver
Sofia Pirsos	Ms. Vanderstreet
Sofia Abate	Ms. Doramajian
Joseph Alsharif	Mr. Schulman
James Hrbek	Mrs. Vadovic
Michael Moraski	Mrs. Vadovic

REGULAR MEETING – APRIL 25, 2016

Erik Gullestad	Mr. Praysner
Evelin Ortiz	Sra. Duffy
Gabrielle Visconi	Mr. Kucheruck
Camiryn Belen	Mrs. Matos
Theresa Frohlich	Mrs. Russell
Maura Dilone	Mrs. Astudillo
Rebecca Bazela	Mrs. Bohan
Yanni Mitropoulos	Mrs. Reeves

14. Mrs. Duffy as a chaperone for the grade 8 trip to Washington, DC.
15. Ivis Renderos to be added to our 2015-2016 substitute list.
16. The revised 2015-2016 school District calendar to reflect the last day of school as June 20, 2016, due to the removal of two snow days. Previous date was June 22, 2016.
17. BE IT RESOLVED to approve the following resolution:

WHEREAS, the Northvale Board of Education (hereinafter referred to as the “Board”) approved merit action plans for the Superintendent for the 2015-2016 school year consisting of three (3) quantitative merit criteria and two (2) qualitative merit criteria and submitted same to the Executive County Superintendent for approval in accordance with N.J.A. 6A-3.1(e) 10-11 (hereinafter referred to as “Merit Bonus Goals”); and

WHEREAS, on or about November 30, 2015, the Executive County Superintendent approved the said Merit Bonus Goals, thereby authorizing the Board to evaluate and award merit bonus increases to the Superintendent upon achievement of each objective; and

WHEREAS, the Board has evaluated the Superintendent’s performance and determined that he achieved the objective of researching companies that professionally archive and store old records and documents. After several meetings with the Business Administrator and representatives from the company File Bank, the district contracted with the company. Representatives from File Bank arrived at the school to begin the process of removing the records and documents from the school’s inception to the year 2012. All of those records and documents are now stored at the File Bank facility in Oakland, NJ. This created more storage space within the school, and adequately preserved all of the old records and documents; thereby, entitling him to a quantitative merit bonus.

WHEREAS, the Board has evaluated the Superintendent’s performance and determined that he achieved the objective of conducting a search for a full-time Business Administrator. After receiving resumes and conducting several interviews, a finalist was approved by the Board of Education and will begin

REGULAR MEETING – APRIL 25, 2016

transitioning into the position on May 1, 2016. The Superintendent also researched several new accounting software programs before deciding on a new one (CSI) to replace Asbury Park. The new software will be purchased and installed in July 2016. All business office personnel will be trained on the use of the new software; thereby, entitling him to a quantitative merit bonus.

WHEREAS, the Board has evaluated the Superintendent's performance and determined that he achieved the objective of each month (September through June), the Superintendent gathered information and photos from the staff to incorporate into a monthly newsletter that was emailed to all parents (K-8) in the district. Information pertaining to technology, curriculum, assessments, and PARCC preparation were included, along with photos of our students' accomplishments; thereby, entitling him to a quantitative merit bonus.

WHEREAS, the Board has evaluated the Superintendent's performance and determined that he achieved the objective of playing a greater role (beyond his regular responsibilities), due to the district having a part-time (three days per week) Interim Business Administrator. The Superintendent issued an RFP (Request For Proposals) in the beginning of the school year in an effort to research and hire a new architect of record for the district. After reviewing the proposals from several companies who submitted, the Superintendent and Interim Business Administrator requested that one architectural firm (DiCara Rubino) meet with the full Board of Education, which they did and was approved as the new architect of record; thereby entitling him to a qualitative merit bonus.

WHEREAS, the Board has evaluated the Superintendent's performance and determined that he achieved the objective of overseeing, throughout the year, the transition to Google. Teachers submit their lesson plans, as well as their interim and reading level assessment data, to the administration via Google. The Superintendent attended several PLC meetings to ensure that Google is being utilized during instruction. As part of the staff's requirement to submit three Professional Growth Plan (PGP) goals for the 2016-2017 school year, the Superintendent has now required that the staff identify how they will utilize Google during their delivery of instruction. The district will be transitioning to Google as its email provider, and will no longer be utilizing First Class as of July 2016; thereby, entitling him to a qualitative merit bonus.

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby approved the aforementioned merit bonus for the 2015-2016 school year subject to the approval by the Executive County Superintendent and that the quantitative and qualitative merit criteria for each of the Board assessed objective have been satisfied for the payment of such merit bonus.

REGULAR MEETING – APRIL 25, 2016

18. The following Policy for Second and Final Reading.

P5337                      Service Animals

19. The following Fire Security Drills.

Fire Drill:    April 1, 2016

Security Drill: April 18, 2016 (Bomb Threat Evacuation )

**VII    REPORT OF SCHOOL BUSINESS ADMINISTRATOR**

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

1. Approval of 2016-2017 School District Budget

RESOLVED, that there should be raised for General Funds **\$8,678,924** for the ensuing school year 2016-2017; and

WHEREAS, included in budget line 620, Budgeted Withdrawal from Capital Reserve – Excess Costs & Other Capital Projects is \$438,000 that is for other capital projects: costs of renovation of Science/STEM Lab and the gymnasium. The total costs of the STEM/Science Lab renovation project is \$455,000 and the total cost of the gymnasium renovation is 393,500 which represent expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the core curriculum content standards.

NOW, THEREFORE BE IT FURTHER RESOLVED, that the total budget for the ensuing school year 2016-2017 is **\$11,105,093**, which includes Special Revenue and Debt Service.

	Budget	Local Tax Levy
General Expense (Fund 10)	\$ 10,473,370	\$ 8,678,924
Special Revenue (Fund 20)	\$ 118,000	N/A
Debt Service (Fund 40)	\$ 513,723	\$ 463,403
Totals	\$ 11,105,093	\$ 9,142,327

2. General Fund warrants:

April Bill List	\$469,076.52
April 2 <sup>nd</sup> Bill List	\$ 70.00
April Payroll	\$477,596.04

Milk Fund Warrant:                      Cream-O-Land Dairies    \$ 1,219.71

REGULAR MEETING – APRIL 25, 2016

3. Report of the Board Secretary and Report of the Treasurer for the month ending February 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.
4. Transfer of funds between budgetary line items for February 2016 in compliance with NJ S-1701 Regulations (10% cap)
5. Revenue of \$5,913.10 from one (1) receiving student attending special LLD classes from April 18 to June 30, 2016.
6. Agreement between the Borough of Northvale and Northvale Board of Education Governing Security Camera System Access. [click]
7. Pursuant to PL 2015, Chapter 47 the Northvale Board of Education intends to renew or award the contracts as listed on the attachment for the 2016-2017 school year. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A: 18. et.seq, NJAC Chapter 23, and Federal Procurement Regulations 2CFR Part 200.317 et. Seq. [click]
8. Application for Use of School Buildings submitted by the following groups:
  - Picture Night for Recreation Basketball & Softball Leagues – 5/5/16
  - Camp Northvale Registration – Monday, 5/9/16
  - Northern Valley Soccer Makeup Games – Tuesday evenings, May 2016
  - PTO Talent Show – Saturday, 6/4/16
9. Post Travel Reports submitted pursuant to P.L. 2007, c.53 travel requirements N.J.S.A 18A: 12-33 [click]

**VIII NEW AND UNFINISHED BUSINESS**

DATE TO REMEMBER

May 9, 2016 Regular Meeting.....6:30 pm

**IX 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.

**X EXECUTIVE SESSION**

**XI ADJOURNMENT**