

**NORTHVALE BOARD OF EDUCATION
NORTHVALE, NJ 07647**

Minutes of the Public Hearing/Regular Meeting
Held on Monday, April 25, 2016

I. CALL TO ORDER AND ROLL CALL

Mrs. Johanna Bargisen called the meeting to order at 6:30 P.M.

Present: Mr. Robert Bargna (arrived at 6:40 pm)
Mrs. Johanna Bargisen
Mrs. Jamie Corday
Mrs. Peg DeGennaro

Absent: Mr. Joseph McGuire

Also present: Mr. Michael Pinajian, Superintendent
Mrs. Dianne Smith, Principal
Ms. Deborah Trainor, Interim Business Administrator
Rockleigh Board Member
Three members of public

II. FLAG SALUTE AND PLEDGE OF ALLEGIANCE

Mrs. Johanna Bargisen led all those present in a salute to the flag.

III. PUBLIC ANNOUNCEMENT BY BUSINESS ADMINISTRATOR

None

IV. BUDGET PUBLIC HEARING/PRESENTATION

Using PowerPoint, Mr. Pinajian and Ms. Trainor presented 2016-17 budget.

V. APPROVAL OF MINUTES

On a motion by Mrs. DeGennaro and seconded by Mrs. Corday, the Northvale Board of Education approved the following Northvale Public School District minutes:

Regular meeting March 14, 2016 [click]

IN FAVOR: Mrs. Bargisen, Mrs. Corday, Mrs. DeGennaro

OPPOSED: None

ABSTAINED: Mr. Bargna

VI. COMMENTS FROM THE PUBLIC – AGENDA ITEMS ONLY

None

VII. SUPERINTENDENT’S REPORT

Mrs. Jodi Sardanis – Teacher of the Year
Cookies and thanks from Mrs. Young

Discussion on 2015-16 calendar – two unused snow days are to be returned to students and staff on May 27 and June 22 making the last day of school June 21.

Mrs. Bargisen motioned and Mr. Bargna seconded the motion that Resolutions 1 through 9 be tabled:

| | |
|------------------------|------------|
| Mr. Bargna: | Yes to all |
| Mrs. Bargisen: | Yes to all |
| Mrs. Corday: | Yes to all |
| Mrs. DeGennaro: | Yes to all |

Mr. Bargna motioned and Mrs. Corday seconded the motion that Resolutions 10 through 19 be accepted as presented:

| | |
|------------------------|------------|
| Mr. Bargna: | Yes to all |
| Mrs. Bargisen: | Yes to all |
| Mrs. Corday: | Yes to all |
| Mrs. DeGennaro: | Yes to all |

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

PUBLIC HEARING/REGULAR MEETING APRIL 25, 2016

| | NAME | CONFERENCE/ SEMINAR | LOCATION | DATE | ESTIMATED COST |
|----|-------------------|--|---------------|-----------|----------------------------------|
| a. | Joan Bohan | School Nurse Seminar | Fairfield, NJ | 5/25/16 | \$239 plus mileage & tolls |
| b. | Vicky Nicolich | 2016 Summer Institutes on the Teaching of Reading and Writing | Paramus, NJ | 7/11-7/14 | \$450.00 plus mileage |
| c. | Maria Soria | Teacher Tinker Technology Bootcamp | New York, NY | 8/26-8/28 | \$535 plus mileage & tolls |

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 |
| 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. [click]
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. [click]
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

PUBLIC HEARING/REGULAR MEETING APRIL 25, 2016

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 of 3.33% of his annual salary in the amount of \$4,495.50, and

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 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 of 3.33% of his annual salary in the amount of \$4,495.50, and

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 of 3.33% of his annual salary in the amount of \$4,495.50, and

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 of 2.5% of his annual salary in the amount of \$3,375.00, and

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 of 2.5% of his annual salary in the amount of \$3,375, and

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.

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)

XII BUSINESS ADMINISTRATOR'S REPORT

Mr. Bargna motioned and Mrs. Corday seconded the motion that Resolutions 1 through 9 be accepted as presented:

Mr. Bargna: Yes to all
Mrs. Bargisen: Yes to all
Mrs. Corday: Yes to all
Mrs. DeGennaro: Yes to all

PUBLIC HEARING/REGULAR MEETING APRIL 25, 2016

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.

| | <u>Budget</u> | <u>Local Tax Levy</u> |
|---------------------------|----------------------|-----------------------|
| 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 | <u>\$ 11,105,093</u> | <u>\$ 9,142,327</u> |

2. General Fund warrants:
- | | |
|---------------------------------|--------------|
| April Bill List | \$469,076.52 |
| April 2 nd Bill List | \$ 70.00 |
| April Payroll | \$477,596.04 |

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

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]

IX NEW AND UNFINISHED BUSINESS

HIB case – consequences issued

Mr. Herndon thanked the Board for working together with NEA to settle the contract.

DATE TO REMEMBER

May 9, 2016 Regular Meeting.....6:00 pm

X COMMENTS FROM THE PUBLIC

NONE

XI AJOURNMENT

Motioned by Mr. Bargna and seconded by Mrs. DeGennaro, the meeting was adjourned to Executive Session at 7:10 p.m. with all in favor.

XII RECONVENED OPEN SESSION

Mr. Bargna motioned and Mrs. DeGennaro seconded the motion that Resolutions 1 through 9 be accepted as presented:

Mr. Bargna: Yes to all
Mrs. Bargisen: Yes to all

PUBLIC HEARING/REGULAR MEETING APRIL 25, 2016

Mrs. Corday: Yes to all

Mrs. DeGennaro: Yes to all

1. Mrs. Jennifer Leiman, Occupational Therapist for the 2016-2017 school year, effective September 1, 2016. (MA /step) [click]
2. Mrs. Shannon Lewis, Spanish Teacher for the 2016-2017 school year, effective September 1, 2016. (MA16/step 4) [click]
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. (MA/step 1) [click]
4. Ms. Melissa Pesce, Third Grade Maternity Leave Replacement Teacher effective September 1, 2016 through December 31, 2016. (BA/step 1 no benefits) [click]
5. Ms. Megan Vittorio, part-time Instructional Aide for the 2016-2017 school year, effective September 1, 2016. [click]
6. Mrs. Nadine McGrath, Curriculum & Instruction Supervisor, 11 month position, for the 2016-2017 school year, effective July 1, 2016. [click]
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.
9. Mr. German Molina, part-time school bus driver beginning May 2, 2016.

XIII AJOURNMENT

Motioned by Mrs. Bargisen and seconded by Mrs. Corday, the meeting was adjourned at 8:10 p.m. with all in favor.

Deborah Trainor
Interim Business Administrator/Board Secretary