

**MEETING OF THE NORTHVALE BOARD OF EDUCATION  
NORTHVALE, NEW JERSEY  
REGULAR MEETING – MONDAY, MAY 15, 2017  
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 21, 2017.

**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 the following reasons: TBD

**V. APPROVAL OF MINUTES**

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

Regular Meeting	April 24, 2017
Executive Session	April 24, 2017

**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**

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

1. The re-hiring of the following tenured staff members for the 2017-2018 school year:

Mrs. Mary Archer	MA+32/step 17
Mrs. Anne Marie Astudillo	MA+16/step 15
Mrs. Joan Bohan	BA+32/step 8
Ms. Erin Clarke	BA+16/step 14
Mrs. Maureen Cooper	MA+16/step 17
Ms. Jessica Dimataris	BA/step 8
Ms. Kristen Doramajian	BA+16/step 7
Mrs. Joanne Greco	MA+32/step 17
Mrs. Jeanne Griffin	MA/step 17
Mrs. Jennifer Helfman	MA/step 17
Mr. David Herndon	BA+16/step14

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Mrs. Kate Heyboer	MA/step 7
Mrs. GERALYN HIGGINS	MA+32/step 16
Mrs. Patty Inglese	BA/step 8
Mrs. Nicole Killeen	MA+32/step 9
Mrs. Rebecca Endo	MA+16/step 11
Mr. Ronald Kucheruck	MA/step 14
Ms. Jennifer Madonna	MA/step 6
Mrs. Patricia Magnani	BA+32/step 15
Mrs. Heather Matos	BA/step 13
Mrs. Khyati Mehra	MA/step 17
Mrs. Rose Ottomanelli	MA+32/step 13
Mrs. Desirae Parvis	MA+32/step 6
Mr. Michael Praysner	MA/step 12
Ms. Lucia Quarato	MA/step 12
Mrs. Jennifer Reeves	MA+32/step 13
Mrs. Danielle Rumolo	MA/step 11
Mrs. Elena Russell	MA/step 15
Mrs. Elizabeth Santos	BA/step 9
Mrs. Jodi Sardanis	MA/step 13
Dr. Michelle Sarver	MA+32/step 17
Mr. Michael Schulman	MA+16/step 8
Mrs. Catherine Sergiano	MA/step 10
Mrs. Lauren Syre	MA+32/step 17
Mrs. Sharon Vadovic	MA+32/step 17
Ms. Pia Vanderstreet	BA/step 8
Mrs. Michelle Vialonga	MA/step 16
Mrs. Alexandra Young	BA/step 7

2. The re-hiring (tenure) of Mrs. Victoria Nicolich, Library Media Specialist, for the 2017-2018 school year. (MA/step 5)
3. The re-hiring of the following non-tenured staff members for the 2017-2018 school year.

Ms. Caitlin Adair	BA/step 3
Mrs. Katharine Arena	MA+32/step 4
Mr. Andrew Cole	BA/step 3
Mrs. Katherine Dodds .57	MA/step 2
Ms. Dana Errico	BA+16/step 3
Ms. Emma Flynn	BA/step 3
Mrs. Tina Lanciotti	MA/step 4
Mrs. Jennifer Leiman	MA/step 6
Mrs. Shannon Lewis	MA+16/step 6
Ms. Jennifer Lopez	MA/step 4

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Ms. Samantha Rudick		BA/step 2
Mrs. Gina Scherer		MA/step5
Ms. Nicole Schneider		BA+16/step 3
Ms. Mally Shala	.5	BA/step 2
Ms. Maria Soria		MA/step 12
Mrs. Rose Zara		MA+16/step 6

4. The following staff members for movement on the salary guide effective September 1, 2017.

Mrs. Nicole Killeen	MA+16 step/9 to MA+32/step 9
Mrs. Jennifer Madonna	BA+16/step 6 to MA/step 6

5. The re-hiring of the following 12-month secretarial staff from July 1, 2017 through June 30, 2018.

Ms. Anne Colthart  
Mrs. Nathalie Covo  
Mrs. Robin Rudolph  
Mrs. Linda Ryan

6. The re-hiring of Mrs. Terese Comer, part-time (.5) Media Center Library Clerk, for the 2017-2018 school year.

7. The re-hiring of the following one-on-one aides for the 2017-2018 school year:

Mrs. Derise Gluckman	
Mrs. Maria Borges	(.5 no health benefits)
Mrs. Celeste Cohen	(.5 no health benefits)
Mrs. Paula Tate	(.5 no health benefits)
Mrs. Geryl Greenberg	(.57 no health benefits)

8. The re-hiring of the following instructional aides for the 2017-2018 school year:

Mrs. Lynn Arcella	
Mrs. Rebecca Callahan	(.5 no health benefits)
Mrs. Jacqueline Sheehy	(.5 no health benefits)

9. The re-hiring of the following para-professionals for morning and lunchroom supervision for the 2017-2018 school year.

Mrs. Linda Annunziata (morning 8:00 am - 8:30 am, lunch 11:00 am – 1:30 pm)  
Ms. Brenda Buck (morning 7:45 am – 8:45 am, lunch 11:00 am – 1:30 pm)

10. The re-hiring of Ms. Karen Frigiola as bus aide for July 5, 2017 through July 31, 2017 and for the 2017-2018 school year.

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11. The re-hiring of Mrs. Dianne Smith, Principal, 12-month position from July 1, 2017 through June 30, 2018.
12. The re-hiring of Mr. Anthony Coppola, Building and Grounds Supervisor, 12-month position from July 1, 2017 through June 30, 2018.
13. The re-hiring of Mrs. Patricia Kayan, Executive Secretary to the Chief School Administrator, 12-month position from July 1, 2017 through June 30, 2018.
14. The re-hiring of Mrs. Kathleen Fitzpatrick, Secretary to Business Administrator/Payroll & Benefits, 12-month position from July 1, 2017 through June 30, 2018.
15. The re-hiring of Mrs. Nadine McGrath, Curriculum & Instruction Supervisor, 11-month position for the 2017-2018 school year.
16. The re-hiring of Mr. Emmett Dresler, District Technician, 12-month position from July 1, 2017 through June 30, 2018.
17. The re-hiring of Mr. Bashkim Shehi, Custodian, 12-month position from July 1, 2017 through June 30, 2018.
18. Mr. Kevin Montgomery, Custodian, 12-months position from July 1, 2017 through June 30, 2018.
19. The resignation of Mrs. Leslie Fishbein Supervisor of Special Education/LDTC, effective June 30, 2017.
20. The following extra-curricular and co-curricular stipend positions for the 2017-2018 school year:

Athletic Coordinator	Mrs. Sharon Vadovic
Intramural Coordinator	Mrs. Sharon Vadovic
Boys Basketball Coach	Mr. Michael Schulman
Boys Basketball Ass't Coach	Mr. Andrew Cole
Girls Basketball Coach	Mr. Michael Schulman
Girls Basketball Ass't Coach	Mr. Andrew Cole
Soccer Coach	Ms. Jessica Dimataris
Volleyball Coach	Mrs. Sharon Vadovic
Track Coach	Mr. Michael Schulman
Baseball Coach	Mr. Ron Kucheruck
Softball Coach	Ms. Samantha Rudick
Art Club Supervisor	Mrs. Heather Matos
International Club Supervisor	Mrs. Shannon Lewis
Technology Lab Supervisor (early morning)	Mrs. Lauren Syre
Debate Club Advisor	Mr. Andrew Cole

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School Newspaper Advisor	Ms. Caitlin Adair
Literary Magazine Advisor	Mrs. Tina Lanciotti
Yearbook Advisor	Mrs. Lauren Syre
Master Scheduler	Mrs. Lauren Syre

Drama Director (Spring Musical)	Ms. Pia Vanderstreet
Drama Art Designer (Spring Musical)	Mrs. Heather Matos
Band Director (early morning)	Mr. Dave Herndon
Choir Director (early morning)	Ms. Pia Vanderstreet
Student Activities Advisor	Mrs. Sharon Vadovic
Student Council Co-Advisors	Ms. Emma Flynn Ms. Dana Errico

Nat'l Junior Honor Society Advisors	Ms. Caitlin Adair Ms. Kristen Doramajian Ms. Emma Flynn Ms. Jennifer Madonna Mrs. Victoria Nicolich
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Homework helpers	Mrs. Shannon Lewis
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Substitute Caller	Ms. Lisa Kowalski
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21. Ms. Rose Zara to teach the Orton Gillingham summer reading program for a total of 6 hours per week for 4 weeks beginning July 5, 2017 through July 28, 2017.
22. The following Summer Custodian beginning June 23, 2017 through August 31, 2017.

Andrew Gluckman

23. Dorney Poetry Festival for Grades 3 - 8 (12 students) at the Northern Valley Demarest High School on June 5, 2017.
24. Student Council Officers to participate in Student Government Day, in Hackensack, NJ, with a date TBD.
25. Mrs. Magnani and Mrs. Ottomanelli's classes (9 students) trip to Closter Plaza – Whole Foods.
26. The following Scorers/Timers.

Monday, May 22	Mrs. Elena Russell Mr. Andrew Cole
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Wednesday, May 24	Ms. Soria Mrs. Elena Russell
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Tuesday, May 30 Ms. Jennifer Lopez  
Dr. Michelle Sarver

Thursday, June 8 Mrs. Linda Ryan  
Dr. Michelle Sarver

27. Ms. Mally Shala as an one-on-one aide for a Northvale Student ID #8336862958 attending the Region III Summer Program beginning July 5, 2017 through July 28, 2018.
28. The following new and revised policies and regulations for Second Reading.

Policies

P 4111	Creating Positions
P 4112	Abolishing a Position
P 4130	Assignment and Transfer
P 4140	Termination
P 4145	Layoffs
P 4150	Discipline
P 4152	Withholding an Increment
P 4160	Physical Examination
P 4161	Examination for Cause
P 4212	Attendance
P 4214	Staff Dress and Grooming
P 4215	Code of Ethics
P 4218	Substance Abuse
P 4230	Outside Activities
P 4233	Political Activities
P 4352	Sexual Harassment
P 4360	Support Staff Member Tenure
P 4425	Work Related Disability Pay
P 6141	Tax Revenues
P 6150	Tuition Income
P 6160	Grants from Private Sources
P 6210	Fiscal Planning
P 6230	Budget Hearing
P 6340	Multiple Year Contracts
P 6440	Cooperative Purchasing
P 6450	Choice of Vendor
P 6520	Payroll Deductions
P 6640	Cafeteria Fund
P 6700	Investments
P 7101	Educational Adequacy of Capital Projects
P 7102	Site Selection and Acquisition
P 7103	Selection of Architects and Engineers

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P 7130	School Closing
P 7230	Gifts, Grants and Donations
P 7243	Supervision of Construction
P 7250	School and Facility Names
P 7432	Eye Protection
P 7433	Hazardous Substances
P 7436	Drug Free Workplace
P 7442	Moneys in School Buildings
P 7480	Motor Vehicles on School Property
P 7513	Recreational Use of Playgrounds
P 7520	Loan of School Equipment
P 8468.1	School Clearance Following Crisis Situation

Regulations

R 4150	Discipline
R 4160	Physical Examination
R 4218	Substance Abuse
R 4230	Outside Activities
R 4233	Political Activities
R 6160	Grants from Private Sources
R 6340	Multiple Year Contracts
R 7230	Gifts, Grants and Donations

29. The revised Job Descriptions:

Superintendent/Chief School Administrator  
School Business Administrator/Board Secretary  
Principal  
District Technician  
School Nurse  
School Physician  
School Psychologist  
School Social Worker  
Supervisor of Curriculum & Instruction  
Child Study Team Chairperson  
Learning Disability Teacher-Consultant (LDTC)  
Speech Language Specialist  
Occupational Therapist  
Guidance Counselor  
School Library Media Specialist  
Building and Grounds Supervisor  
Custodian  
Bus Driver  
Bus Aide  
Media Aide  
Special Education/Instructional Aide  
Lunchroom Aide



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Elementary Education Teacher Grades K-5  
Grades 6-8 Subject Area Teacher  
Grades K-8 Subject Area Teacher All Specials  
Health and Physical Education Teacher  
Special Education Teacher  
Basic Skills Teacher  
Teacher of English as a Second Language (ESL)  
Technology Teacher K-8  
Anti-Bully Coordinator  
Anti-Bully Specialist

30. The Bilingual/ESL Three-Year Program Plan for the 2017-2020 school years.
31. BE IT RESOLVED to approve the following resolution:

WHEREAS, the Northvale Board of Education (hereinafter referred to as the "Board") approve merit action plans for the Superintendent for the 2016-2017 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.C.6A:23A-3.1(e)(10)(ii) (hereinafter referred to as "Merit Bonus Goals"); and

WHEREAS, on or about September 2, 2016, the Interim 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 submitting a total of ten (10) press releases to the local newspapers, (The Record, Suburbanite, and Northern Valley Press) throughout the school year, with five (5) of them actually being published to date; thereby, entitling him to a quantitative merit bonus of 3.33% of his annual salary, and

WHEREAS, the Board has evaluated the Superintendent's performance and determined that he achieved the objective of reviewing and revising all thirty-eight (38) job descriptions to reflect current job responsibilities. Thirty-two (32) have been placed on the May 15, 2017 agenda for Board approval and six (6) will be placed on the June 26, 2017 agenda for Board approval. Once all are approved they will be electronically filed in the Secretary to the Superintendent's Office, thereby, entitling him to a quantitative merit bonus of 3.33% of his annual salary, and

WHEREAS, the Board has evaluated the Superintendent's performance and determined that he achieved the objective of ten (10) district's electronic newsletters "The Talon", where each month, the Superintendent gathered

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information and photos from staff from grades K-8, including highlights and updates regarding the newly-created STEAM Program. Newsletters were emailed blasted to all parents; thereby, entitling him to a quantitative merit bonus of 3.33% of his annual salary, and

WHEREAS, the Board has evaluated the Superintendent's performance and determined that he achieved the objective of reviewing all Board Policies and updating outdated or in need of revisions due to district needs. To date, over 100 policies have been sent to the Policy Committee and have been Board approved. This is a process that will continue throughout the summer; thereby entitling him to a qualitative merit bonus of 2.5% of his annual salary, and

WHEREAS, the Board has evaluated the Superintendent's performance and determined that he achieved the objective of a new STEAM Program, where a classroom was created and a designated teacher was hired to teach STEAM to students in grades six, seven, and eight. A curriculum has been created through research online, together with the Supervisor of Curriculum & Instruction and teachers throughout the Valley and County; thereby, entitling him to a qualitative merit bonus of 2.5% of his annual salary, and

NOW, THEREFORE, BE IT RESOLVED, the Board hereby approves the aforementioned merit bonus for the 2016-2017 school year subject to the approval of the Executive County Superintendent and that the quantitative and qualitative merit criteria for each of the Board assessed objectives has been satisfied for the payment of such merit bonus.

32. The following Fire and Security Drills.

Fire Drill - March 23  
April 27, 2017

Security Drills – March 26 (Lockdown)  
April 17 (Non-Fire Evacuation)

**VIII. BUSINESS ADMINISTRATOR'S REPORT**

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

1. General Fund warrants:

May Bill List	\$133,965.71
Additional Feb In-Office checks	\$ 6,908.04
March 31 In-Office checks	\$ 13,843.85
April 30 In-Office checks	\$308,339.78
April 30 Payroll	\$240,881.50
May 15 Payroll	\$254,827.84

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Milk Fund Warrant: Cream-O-Land Dairies \$ 794.29

- 2. Report of the Board Secretary and Report of the Treasurer for the month ending March 2017; and

Further, that in compliance with N.J.A.C. 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 April 2017 in compliance with NJ S-1701 Regulations. (10% cap)
4. Approve Stone Creek, Inc. to perform masonry work to provide new air conditioning openings at twelve exterior walls in the middle school, at a cost of \$24,460.
5. Tuition contract for \$19,762.08 for one (1) student, (ID#4273404169) attending Valley Program from April 3, 2017 – June 30, 2017.
6. Post Travel Reports submitted pursuant to P.L. 2007, c. 53 travel requirements N.J.S.A 18A: 12-33.

Joan Bohan

- 7. Applications for Use of School Buildings submitted by the following organizations:
• Northvale Recreation T-Ball, 1 – 2 grade softball – 4/8/17 through 6/30 or 7/30/17
• Northvale Recreation Baseball and Softball Photos – 5/30
• Summer Recreation Registration for Camp Northvale – 5/15/17

IX. NEW AND UNFINISHED BUSINESS

DATES TO REMEMBER

June 22, 2017 Last Day of School

June 26, 2017 Regular Meeting.....6:30 pm

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

**MEETING OF THE NORTHVALE BOARD OF EDUCATION  
NORTHVALE, NEW JERSEY  
REGULAR MEETING – MONDAY MAY 15, 2017  
6:30 PM – MEDIA CENTER**

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**ADDENDUM**

**SUPERINTENDENT’S REPORT**

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

22. The following Summer Custodians beginning June 23, 2017 through August 31, 2017.

Andrew Gluckman  
Jaime Alvarez

32. The following Fire and Security Drills.

Fire Drill - March 23  
April 27, 2017

Security Drills – March 26 (Lockdown)  
April 17 (Non-Fire Evacuation)  
May 15 (Bomb Threat-Evacuation)

**BUSINESS ADMINISTRATOR’S REPORT**

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

7. Applications for Use of School Buildings submitted by the following organizations:
- Northvale Recreation T-Ball, 1 – 2 grade softball – 4/8/17 through 6/30 or 7/30/17
  - Northvale Recreation Baseball and Softball Photos – 5/30
  - Summer Recreation Registration for Camp Northvale – 5/15/17
  - Northvale Preschool Art Show and Graduation in the APR – 6/14/17