

# **NORTHVALE BOARD OF EDUCATION**

## **Minutes - Regular Meeting February 27, 2017**

### **I. CALL TO ORDER AND ROLL CALL**

Mr. McGuire, Board President, called the meeting to order at 6:30 P.M.

Present: Mrs. Johanna Bargisen  
Mr. Robert Bargna – arrived at 6:36 P.M.  
Mrs. Jamie Corday  
Mrs. Peg DeGennaro – departed at 7:02 P.M.  
Mr. Joseph McGuire

Absent: None

Also Present: Mr. Michael Pinajian, Superintendent  
Mrs. Dianne Smith, Principal  
Ms. Dawn Delasandro, School Business Administrator  
Maryanne Puccio - Rockleigh

### **II. FLAG SALUTE AND PLEDGE OF ALLEGIANCE**

Mr. Joseph McGuire led all those present in a salute to the flag.

### **III. PUBLIC ANNOUNCEMENT BY PRESIDING OFFICER**

Adequate notice of this meeting has been provided 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**

It was moved by Mrs. Bargisen, seconded by Mrs. Corday and unanimously approved by those present to enter the Executive Session at 6:31 P.M.

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: Personnel.

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**Re-Entered Public Session**

It was moved by Mr. Bargna and seconded by Mrs. Bargisen and unanimously approved by those present to reopen the Regular Meeting to the public at 7:01 P.M.

**V. APPROVAL OF MINUTES**

On a motion by Mrs. Bargisen, seconded by Mr. Bargna, the Northvale Board of Education approved the following Northvale Public School District minutes:

Regular Meeting	January 9, 2017
Executive Session	January 9, 2017

IN FAVOR: Mrs. Bargisen, Mr. Bargna, Mrs. Corday, Mr. McGuire

OPPOSED: None

ABSENT: Mrs. DeGennaro

On a motion by Mrs. Bargisen, seconded by Mr. Bargna, the Northvale Board of Education approved the following Northvale Public School District minutes:

Regular Meeting	January 23, 2017
Executive Session	January 23, 2017

IN FAVOR: Mr. Bargna, Mr. McGuire

ABSTAINED: Mrs. Bargisen, Mrs. Corday

OPPOSED: None

ABSENT: Mrs. DeGennaro

**VI. COMMENTS FROM THE PUBLIC – AGENDA ITEMS ONLY**

None

**VII. SUPERINTENDENT'S REPORT**

Mr. Pinajian reviewed the items on his agenda, and commented the first day of PTO Enrichment program went very well. He reminded everyone of the PTO Casino Night and encouraged all to attend. He explained there is an Amendment to Resolution 11 to include an additional Fire Drill on 2/27/2017. He asked for a motion to approve Resolutions 1 – 11.

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Mrs. Bargisen motioned and Mrs. Corday seconded the motion that Resolutions 1 through 10 be accepted as presented, and amended Resolution 11.

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

### **VII. SUPERINTENDENT'S REPORT**

1. Mr. Andrew Cole to be added as a chaperone for the Seventh Grade Philadelphia Trip, at a cost of \$170.00 for the trip.
2. Zumba Mania, a NEA Scholarship event scheduled for Wednesday, April 26, 2017 in the Gymnasium.
3. The following Project Graduation Class of 2017 fundraisers:

Applebees on March 2, 2017  
Pinot's Palette - TBD  
Mooyah Dining on March 16  
Bake Sale \* March 17 & 18  
\* Evening of May 18

4. First Grade trip to Theatreworks – Tarrytown Music Hall.
5. The following revised policies and regulations for Second Reading  
Policy  
P 1100 District Organization  
P1120 Management Team  
P 1220 Employment of Superintendent  
P 1230 Superintendent Duties  
P 1240 Evaluation of Superintendent  
P 1310 Duties of School Business Administrator  
P 1320 Duties of School Business Administrator/Board Secretary  
P 1330 Evaluation of School Business Administrator  
P 1331 Evaluation of the Board Secretary  
P 1540 Administrator's Code of Ethics

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Regulation

R 1240 Evaluation of Superintendent

R 1330 Evaluation of School Business Administrator

R 1550 Affirmative Action Program

6. The following new and revised policies and regulations for First Reading.

Policy

P 2210 Curriculum Development

P 2220 Adoption of Courses

P 2230 Course Guides

P 2270 Religion in the Schools

P 2310 Student Grouping

P 2240 Controversial Issues

P 2330 Homework

P 2360 Use of Technology

P 2415.30 Title 1-Educational Stability for Children in Foster Care

P 2416 Programs for Pregnant Students

P 2417 Student Intervention and Referral Services

P 2418 Section 504 of the Rehabilitation act of 1973 - Students

P 2432 School Sponsored Publications

P 2466 Needless Public Labeling of Students with Disabilities

P 2481 Home or Out of School Instruction for a General Education Student for Reasons Other than a Temporary or Chronic Health Condition

P 2520 Instructional Supplies

P 2530 Resource Materials

P 2622.1 Needs Assessment of Individual Students

P 2622.2 Testing

Regulation

R 2330 Homework

R 2417 Student Intervention and Referral Services

R 2418 Section 504 of the Rehabilitation act of 1973 - Students

R 2422.1 Substance Abuse Education

R 2432 School Sponsored Publications

R 2481 Home or Out of School Instruction for a General Education Student for Reasons Other than a Temporary or Chronic Health Condition

R 2530 Resource Materials

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7. The following policies and regulations to be Abolished.

Abolish

- P 2131 Educational Goals  
 P 2426 Study Skills  
 P 2427 Information Processing Skills  
 P 2428 Career Education  
 P 2622.3 Portfolios  
 P 2362 Library/Learning Resource Center  
 P 2424 Music/Art  
 R 2460.5 Special Education-Participation in Statewide Testing

8. Travel Requests as follows

NAME	CONFERENCE/ SEMINAR	LOCATION	DATE	ESTIMATED COST
Ms. Jennifer Madonna	TMI Education Workshop	Ramapo College of NJ, Mahwah	March 10, 2017	\$150.00 plus mileage.
Ms. Dawn Delasandro	Annual ASBO Conference	Borgata Atlantic City	June 7- 9, 2017	\$275 plus tolls, mileage and lodging per GSA rates

9. The Northvale 2016 ESEA Accountability Action Plan - Participation Rate and the Northvale 2016 ESEA Accountability Action Plan Assurances – Participation Rate.
10. The following to be added to our 2016-2017 substitute list:

Jennifer Staropoli  
 Joseph Voto, pending paperwork  
 Andrew Wepner, pending paperwork

11. The following Drills

Fire Drill:  
 January 30, 2017  
 February 27, 2017

Security Drill:  
 February 13, 2017 – Active Shooter

**VIII. BUSINESS ADMINISTRATOR'S REPORT**

Ms. Delasandro provided the board with a summary of the items included on the agenda. March meeting will be rescheduled to March 13, 2017 due to budgetary deadlines. With gratitude, we accepted a donation from the NV Soccer Club for repairs made to the North Field. We are renewing a couple of service contracts including one for purchasing and one for our bond disclosures. Ms. Delasandro explained the bid opening results for the electrical upgrade project. The lowest bidder requested to withdraw their bid and we permitted such as it was in the best interest of the board. We are approving award of the project to the next lowest responsible bidder. She asked for a motion to approve Resolutions 1-11.

Mrs. Bargisen motioned and Mr. Bargna seconded the motion that Resolutions 1 through 11 be accepted as presented.

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

1. General Fund warrants:

February Bill List	\$	141,242.10
January 31, 2017 Payroll	\$	234,799.53
February 15, 2017 Payroll	\$	289,487.75
January Hand Check Register	\$	17,045.73

Milk Fund Warrant:	Cream-O-Land Dairies	\$	1,013.09
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2. Report of the Board Secretary and Report of the Treasurer for the month ending December 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 January 2017 in compliance with NJ S-1701 Regulations. (10% cap)

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4. Reschedule the March Preliminary Budget Hearing/Regular Board meeting from Monday, March 20, 2017 to Monday, March 13, 2017 to accommodate budgetary deadlines. The meeting time and location will remain as 6:30 p.m. in the Media Center.
5. Tuition contract of \$22,042 for one (1) student attending the TIP Program effective January 23, 2017 through June 30, 2017.
6. Accept the donation of \$1,500 from the Northern Valley Soccer Club to help offset the cost to the district for repairs made to the North Field.
7. Appoint Dawn Delasandro, School Business Administrator, as Temporary Purchasing Agent without a QPA retroactive to July 1, 2016, the date of vacancy, through June 30, 2017 with a bid threshold amount of \$40,000, the maximum allowed, as per Local Finance Notices 2011-15, and 2011-16.
8. Renewal of contract with Educational Data Services for the 2017-2018 school year at an annual fee of \$2,160.
9. Renewal of contract with Phoenix Advisors LLC as Continuing Disclosure Agent for the 2017-2018 school year at an annual fee of \$850.
10. Post Travel Report submitted pursuant to P.L. 2007, c.53 travel requirements N.J.S.A 18A: 12-33 from:

Mrs. Nadine McGrath  
Mrs. Rose Zara

11. RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR THE ELECTRICAL UPGRADE PROJECT TO TSUJ CORP.

WHEREAS, the Northvale Board of Education ("the Board") advertised for bids for the Electrical Upgrades Project ("Project"); and

WHEREAS, on February 22, 2017, the Board received bids for the Project; and

WHEREAS, the purported lowest bid for this Project was submitted by Manor II Electric Inc. ("Manor") with a base bid in the amount of \$253,546; and

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WHEREAS, on February 22, 2017, Manor advised the Board that it made an error in its bid submission for the Project and, therefore, requested to be permitted to withdraw its bid; and

WHEREAS, the Architect has determined that it is in the best interest of the Board to allow Manor to withdraw its bid; and

WHEREAS, it is the Board's desire to permit Manor to withdraw its bid; and

WHEREAS, the next lowest bid was submitted by TSJU Corp. ("TSUJ") with a base bid in the amount of \$333,677, together with Alternate No. 1, in the amount of \$14,800, for a total contract sum of \$348,477; and

WHEREAS, the bid submitted by TSUJ is responsive in all material respects and it is the Board's desire to award the contract for the Project to TSUJ.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby permits Manor to withdraw its bid for the Project due to an error in its bid calculation.

BE IT FURTHER RESOLVED that the Board awards the contract for the Project to TSUJ in a total contract sum of \$348,477.

BE IT FURTHER RESOLVED that this award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and labor and materials/performance bond as required in the Project specifications, together with an AA201-Project Manning Report, an executed A-101-Standard Form of Agreement Between Owner and Contractor, A-201-General Conditions of the

Contract for Construction, as prepared by the Board Attorney, within ten (10) days of the date hereof.

BE IT FURTHER RESOLVED that the Board Attorney is hereby directed to draft the agreement with the successful bidder consistent with this Resolution and with the terms contained in the bid documents approved by the Board for the Project. The Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this Resolution.

**IX. NEW AND UNFINISHED BUSINESS**

Mr. Pinajian noted there were no HIB cases since last meeting.

Mr. McGuire asked if any A/C units would be installed for this Spring. Mr. Pinajian responded that it was not possible as the electrical upgrade is not beginning until June.



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DATES TO REMEMBER

March Preliminary Budget Hearing/Regular Board March 13, 2017.....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.

NONE

**XI. ADJOURNMENT**

Motioned by Mrs. Bargisen and seconded by Mrs. Corday, the Regular Meeting was adjourned at 7:11 P.M. with all in favor



Dawn Delasandro  
Business Administrator/Board Secretary