

**NORTHVALE BOARD OF EDUCATION
NORTHVALE, NEW JERSEY
REORGANIZATION & REGULAR MEETING – MONDAY, JANUARY 7, 2019
6:30 P.M. – 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. PUBLIC ANNOUNCEMENT BY BOARD SECRETARY

Adequate notice of this meeting has been emailed to the municipal clerk and the Rockleigh School Business Administrator and was also published in the *The Record* on January 11, 2018 and the *Star Ledger* on January 12, 2018.

III. RESULTS OF ELECTION HELD ON NOVEMBER 6, 2018

For Membership to the Board of Education:

For three-year terms:

Nicole Cowley 820

Michele Marinuzzi 409

IV. ADMINISTRATION OF OATH

V. NOMINATION OF PRESIDENT AND VICE PRESIDENT

A. Election of President

1. Secretary calls for nominations for President. Nominate _____ for President.
2. Move to close nominations.
3. Board Secretary cast one vote for _____ to serve as President.

B. Election of Vice President

1. Secretary calls for nominations for Vice President. Nominate _____ for Vice President.
2. Move to close nominations.
3. Board Secretary cast one vote for _____ to serve as Vice President.

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. REORGANIZATION FROM JANUARY 7, 2019 UNTIL JANUARY 6, 2020.

1. CODE OF ETHICS

WHEREAS, the members of the Northvale Board of Education recognize that they hold authority not as individuals but as members of the Board. In order to make a clear public statement of its philosophy of service to the pupils of the district,

THEREFORE IT IS RESOLVED, in accordance with N.J.A.S. 18A:12-24.1 each board member acknowledges the receipt of the Code of Ethics for School Board Members and every board member shall abide by the following Code of Ethics:

- a. I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.

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- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
- c. I will confine my board action to policymaking, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
- e. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action, which may compromise the board.
- f. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
- g. I will hold confidential all matters pertaining to the schools that, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its schools.
- h. I will vote to appoint the best-qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

2. **ADOPTION OF BYLAWS AND POLICIES**

Approve, ratify, and adopt all commitments, rules, bylaws, contracts, and actions heretofore made, adopted and entered into by the preceding Board of Education.

3. **ROBERTS RULES OF ORDER**

Approve the continued use of Roberts Rules of Order as the guide for all meetings and actions of the Board of Education.

4. **OFFICIAL NEWSPAPERS**

Approve the designation of the Record, and the Star Ledger as official newspapers

5. **SCHEDULE OF FINANCIAL REQUIREMENTS**

Approve the Schedule to receive the Tax Levy and Debt Service payments

6. **IMPLEMENTATION OF 2018-19 BUDGET**

Authorize the Superintendent and Business Administrator to implement the 2018-2019 budget in accordance with the local and state policies and regulations.

7. **TRAVEL AND RELATED EXPENSED REIMBURSEMENT**

WHEREAS, the Northvale Board of Education recognizes school staff and board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A: 23A-7.1 et seq. requires board members to receive approval of these expenses by a majority of the full voting membership of the board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30) subject to applicable collective bargaining contracts; and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A: 23A-7.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Northvale Board of Education approves all travel not in compliance with N.J.A.C. 6A: 23A-7.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Northvale Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A: 23B-1.2(b), to a maximum expenditure of \$13,000 for all staff and board members

8. **BOARD MEETING DATES**

Approve the Annual Board Meeting Schedule as follows:

RESOLVED that the Northvale Board of Education, pursuant to Public Law Chapter 231, (Open Public Meetings Act) does hereby proclaim the public meetings of the Board of Education will be held in the Media Center at 6:30 pm, as set forth below unless indicated otherwise. Action may be taken at any of the scheduled meetings, and

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BE IT FURTHER RESOLVED that the Board of Education reserves the right to adjourn or recess a meeting at any time to discuss such matters that may be considered in closed session. However, the Board will first adopt a resolution stating the general nature of the subject to be discussed, and, as precisely as possible, the time and circumstances under which disclosure to the public will be made;

January 21, 2019	Regular Meeting - 6:30 p.m.
February 11, 2019	Regular Meeting - 6:30 p.m.
March 18, 2019	Preliminary Budget Hearing/ Regular Meeting - 6:30 p.m.
April 29, 2019	Public Budget Hearing/Regular Meeting - 6:30 p.m.
May 20, 2019	Regular Meeting - 6:30 p.m.
June 17, 2019	Regular Meeting - 6:30 p.m.
July 22, 2019	Regular Meeting - 6:30 p.m.
August 19, 2019	Regular Meeting - 6:30 p.m.
September 23, 2019	Regular Meeting - 6:30 p.m.
October 21, 2019	Regular Meeting - 6:30 p.m.
November 18, 2019	Regular Meeting - 6:30 p.m.
December 16, 2019	Regular Meeting - 6:30 p.m.
January 6, 2020	Reorganization/Regular Meeting - 6:30 p.m.

9. **BUSINESS OPERATION PROCEDURE**

Approve the District's Standard Operating Procedures (SOP), School Response Plan and Financial Management and Purchasing Manual.

10. **DELEGATE APPOINTMENTS**

New Jersey School Boards Association (Delegate) _____

(Alternate) _____

Bergen County School Boards Association _____

Northern Valley Joint Boards Association _____

11. **BOARD COMMITTEE APPOINTMENTS**

Instructional & Personnel _____

Finance _____

Facilities _____

Legislative & Policy _____

Negotiations _____

VIII. SUPERINTENDENT'S REPORT

The Northvale Board of Education approves the following resolution(s) upon the recommendation of the Chief School Administrator:

1. Amanda Iacobellis, part-time one-on-one aide, for student ID#5847681319 (out of district) for 3 hours per day at a rate of \$26.02 per/hr.
2. The following new and revised Policies and Regulations for Second Reading

Policies

- P3144 Certification of Tenure Charges
- P3223 Evaluation of Administrators, Excluding Principals, Vice Principals & Assistant Principals
- P5116 Education of Homeless Children
- P5300 Automated External Defibrillators (AEDS)
- P5305 Health Services Personnel
- P5308 Student Health Records
- P5310 Health Services
- P5320 Immunization
- P5330 Administration of Medication
- P5330.01 Administration of Medical Marijuana
- P5330.04 Administering an Opioid Antidote
- P5530 Substance Abuse

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- P5533 Smoking
- P5600 Student Discipline/Code of Conduct
- P5610 Suspension
- P5620 Expulsion
- P7523 School District Provided Technology Devices to Students

Regulations

- R3144 Certification of Tenure Charges
- R3221 Evaluation of Teachers
- R3223 Evaluation of Administrators, Excluding Principals, Vice Principals & Assistant Principals
- R5116 Education of Homeless Children
- R5308 Student Health Records
- R5320 Immunization
- R5300 Automated External Defibrillators (AEDS)
- R5310 Health Services
- R5330 Administration of Medication
- R5530 Substance Abuse
- R5600 Student Discipline/Code of Conduct
- R5610 Suspension Procedures

3. Maria Borges and Paula Tate to be reassigned as part-time one-on-one aides from student ID#2515472486 to student ID#3421234964 effective January 2, 2019.
4. Cancel Tuition and related one-on-one aide contracts with Harrington Park for Receiving student charged at the following rates for the 2018-2019 school year, effective December 21, 2019:

SID # 2515472486	\$28,799	(Balance cancelled \$17,274)
1:1 Aide for Harrington Park student (#2515472486)		Reimbursement of salary & Associated payroll costs

5. Amazing Race - Grade 4 SDL trip to the Paramus Public School District in March.
6. Travel Requests:

NAME	CONFERENCE/ SEMINAR	LOCATION	DATE	ESTIMATED COST
Kathryn Zinn	Division V Bergen Brain Buster Organization Meeting	Norwood, NJ	1/16/2019	None

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Joan Bohan	School Nurse Conference	Newark, NJ	1/28/2019	Credit has been applied from previous conference. \$295 plus mileage & tolls
Nadine McGrath	NJIDA workshop	Clark, NJ	2/2/2019	\$75 registration, plus mileage & tolls

7. Drills:

Fire Drill: 12/10/18
 Security Drill: 12/18/18

IX. SCHOOL BOARDS PRESENTATION

New Jersey Association of School Boards presentation regarding board member roles and responsibilities.

X. NEW & UNFINISHED BUSINESS

DATE TO REMEMBER

January 21 School Closed- MLK Day (Faculty In-Service)
 January 21, 2019 - Regular Meeting.....6:30 pm

XI. 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.

XII. 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: Negotiations, Personnel