

**MEETING OF THE NORTHVALE BOARD OF EDUCATION  
NORTHVALE, NEW JERSEY  
REGULAR MEETING – MONDAY, MARCH 19, 2018  
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 11, 2018 and the Star Ledger on January 12, 2018.

**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	February 12, 2018
Executive Meeting	February 12, 2018

**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 Childbirth Disability Leave for Mrs. Katharine Arena to commence on April 20, 2018 through April 27, 2018. Remuneration based on available sick days. Unpaid Family Leave to begin on April 28, 2018 through November 30, 2018, returning on December 3, 2018.
2. Mrs. Lindsay Noll, School Psychologist Long Term Maternity Leave Replacement, anticipated April 16, 2018 through June 30, 2018, working 5 days at \$85.00 per day, followed by 15 days at \$95.00 per day. Placement on the guide at MA/step 1 upon the 21<sup>st</sup> consecutive day working 4 days per week.
3. Ms. Nicole Alvarez (Northvale P-T aide) for an unpaid Guidance Internship with Mrs. Jeanne Griffin and Mrs. Katherine Dodds for the 2018 – 2019 school year.

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4. Ms. Kelsey Chiellini, a Thomas Jefferson University student, to observe 50 hours of Occupational Therapy with Ms. Jennifer Leiman, OT.
5. Ms. Jennifer Staropoli, a Montclair State University student, to observe 8 hours in Mrs. Magnani's classroom.
6. To amend resolution #5 approved February 12, 2018 to read as follows:

Ms. Brittany Foglio as a Kindergarten Long Term Substitute effective **April 30, 2018** through June 21, 2018. Placement on the guide at BA/step 1 upon 21<sup>st</sup> consecutive day, pro-rated – no benefits.

7. The following NVOT Senior Service students (Structured Learning Experience) from May through June.

**Structured Learning Experience  
2018**

<b>Senior</b>	<b>Supervisor/Staff Member</b>
Elizabeth Salerno	Mrs. Heyboer
Scott Essmann	Mrs. Vadovic
Michael Mancuso	Mr. Schulman
Jennifer Piehler	Ms. Dimataris
Hayley Martin	Ms. Doramajian
Valentina Cardona	Mrs. Reeves
Arya Suva	Mrs. Santos
Sarah Henrici	Mrs. Cooper
Yadu Suva	Mr. Praysner
Caroline O'Sullivan	Mrs. Russell
Katie Dunn	Mrs. Higgins
Sarah McSweeney	Dr. Sarver
Matthew Corrado	Mr. Herndon
Alec Jamgotchian	Mrs. Syre/Mrs. Nicolich
Madelyn Pulver	Mrs. Helfman

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8. Travel requests as follows:

NAME	CONFERENCE/ SEMINAR	LOCATION	DATE	ESTIMATED COST
Mr. Kevin Montgomery	CDL Test Prep Course – 20 sessions	Paramus, HS 7:00 pm – 9:00 pm	Tuesday & Thursday- March 20 – May 31, 2018	\$650.00 registration, \$25.00 material fee
Mrs. Debra Cicchetti	Region V workshop	Oradell, NJ	April 27, 2018	N/A

9. Approve the HIB investigation results reported in closed session on February 12, 2018.

10. Memorialize Emmett Dresler's attendance at the PARRC Training Seminar in Monroe Township, NJ on March 9, 2018, at no cost with tolls and mileage reimbursed.

11. The following field trips:

Kindergarten – Flat Rock Brook Nature Center

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

**Policy**

- P 3124      Employment Contract
- P 3141      Resignation
- P 7441      Electronic Surveillance in School Buildings and on School Grounds
- P 8140      Student Enrollment
- P 8462      Reporting Potentially Missing or Abused Children
- P 8465      Hate Crimes and Bias-Related Acts
- P 8470      Response to Concerted Job Action
- P 8500      Food Services
- P 8651      Community Use of Transportation
- P 8820      Opening Exercises
- P 8860      Memorials
- P 9180      School Volunteers

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**Regulation**

- R 7441 Electronic Surveillance in School Buildings and on School Grounds
- R 8462 Reporting Potentially Missing or Abused Children
- R 8465 Hate Crimes and Bias-Related Acts
- R 9180 School Volunteers

13. Abolish the following policy and regulation.

- P 8464 Missing Children
- R 8464 Missing Children

14. The following Drills:

- Fire Drills: 2/27/18  
3/5/18
- Security Drill: 2/27/18 - Active Shooter Tabletop

**VIII. BUSINESS ADMINISTRATOR'S REPORT**

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

1. 2018-2019 Preliminary School District Budget

BE IT RESOLVED, the Board of Education of Northvale hereby approves the following preliminary budget for the 2018-2019 school year and authorizes the School Business Administrator/Board Secretary to submit the 2018-2019 preliminary budget to the Executive County Superintendent for approval in accordance with statutory submission dates;

BE IT FURTHER RESOLVED, that the 2018-2019 school year budget includes the use of the health care cost adjustment in the amount of \$32,077 and

BE IT FURTHER RESOLVED, included in budget line 620, Budgeted Withdrawal from Capital Reserve – Excess Costs & Other Capital Projects is \$320,000 that is for other capital projects: costs to remove and replace gymnasium floor. The total costs of the gymnasium floor project is \$320,200 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.

BE IT FURTHER RESOLVED, in accordance with N.J.A.C. 6A:23A-10.3(b)1, that the 2018-2019 school year budget includes the use of Banked Cap in the amount of \$12,923 to assist in paying for out-of-district special education tuition; and

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BE IT FURTHER RESOLVED, the needs identified in the use of Banked Cap must be completed by the end of the budget year and will not be deferred or incrementally completed over a longer period of time; and

BE IT FURTHER RESOLVED, the General Fund tax levy of \$9,158,651 is approved to support General Current Expenses and \$463,656 is approved to support Repayment of Debt for the ensuing school year 2018-2019; and

NOW, THEREFORE BE IT RESOLVED, that the total budget for the ensuing school year 2018-2019 is \$11,422,804 which includes Special Revenue and Debt Service as follows:

	Budget	Local Tax Levy
General Expense (Fund 10)	\$ 10,806,290	\$ 9,158,651
Special Revenue (Fund 20)	\$ 102,679	n/a
Debt Service (Fund 40)	\$ 513,835	\$ 463,656
<b>Totals</b>	<b>\$ 11,422,804</b>	<b>\$ 9,622,307</b>

2. **General Fund warrants:**

February In-Office Checks	\$168,087.24
March Bill List	\$112,652.56
February 15, 2018 Payroll	\$270,941.68
February 28, 2018 Payroll	\$259,540.83
March 15, 2018 Payroll	\$275,981.04

Milk Fund warrants: Cream O-Land Dairies \$ 630.53

3. **Report of the Board Secretary and Report of the Treasurer for the month ending January 2018; 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.

4. **Transfer of funds between budgetary line items for February, 2018 in compliance with NJ S-1701 Regulations (10% cap)**

5. **BE IT RESOLVED, to approve the following resolution:**

WHEREAS, the Northvale Board of Education ("Board") advertised for bids for the Gym Floor Mercury Abatement Project ("Project"); and

WHEREAS, on March 1, 2018, the Board received three (3) bids for the Project as set forth in the bid tabulation; and

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WHEREAS, the bid submitted by the purported low bidder, Jupiter Environmental Services, Inc., is materially defective in that the bidder did not have a classification of C094, Waste Removal Toxic/Hazardous, by the Division of Property Management and Construction (“DPMC”), as required by the Project specifications, which is a non-waivable, material defect; and

WHEREAS, the next lowest bidder, Apex Development, Inc., also did not have a DPMC C094 classification as required by the Project specifications, which is a non-waivable, material defect; and

WHEREAS, the next lowest bidder, Plymouth Environmental Co., Inc., with a base bid in the amount of \$122,000, submitted a bid that was responsive in all material respects and it is the Board’s desire to award the Project to Plymouth Environmental; and

WHEREAS, the cost of this Project will be reflected in the Board’s 2018-2019 Budget and paid for with capital reserve funds.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Board hereby rejects the bids submitted by Jupiter Environmental Services and Apex Development for being materially defective.
2. The Board hereby awards the contract for the Project to Plymouth Environmental in a total contract amount of \$122,000, which said cost shall be out of the Board’s 2018-2019 Budget and paid for with capital reserve funds.
3. 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.

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6. BE IT RESOLVED, to approve the following resolution:

WHEREAS, the Northvale Board of Education (“Board”) advertised for bids for the Gym Floor Replacement Project (“Project”); and

WHEREAS, on March 1, 2018, the Board received two (2) bids for the Project as set forth in the bid tabulation; and

WHEREAS, the bid submitted by the purported low bidder, Mathusek, Inc., is materially defective in that the bidder failed to acknowledge receipt of the addendum and utilize the revised Bid Proposal form, which together are non-waivable, material defects; and

WHEREAS, the next lowest bidder, Classic Floor Finishing, Inc., with a base bid in the amount of \$176,700, submitted a bid that is responsive in all material respects and it is the Board’s desire to award the contract for the Project to Classic Floor Finishing; and

WHEREAS, the cost of this Project will be reflected in the Board’s 2018-2019 Budget and paid for with capital reserve funds.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Board hereby rejects Mathusek’s bid for being materially defective.
2. The Board hereby awards the contract for the Project to Classic Floor Finishing in a total contract amount of \$176,700, which said cost shall be out of the Board’s 2018-2019 Budget and paid for with capital reserve funds.
3. 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.



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7. RESOLUTION BINDING THE NORTHVALE SCHOOL DISTRICT TO PURCHASE NATURAL GAS SERVICES THROUGH THE ALLIANCE FOR COMPETITIVE ENERGY SERVICES (“ACES”) Bid Cooperative Pricing System ID#E8801-ACESCPS

WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as “ACES”), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as “NJSBA”), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from natural gas suppliers for retail natural gas supply services including interstate transportation to the local natural gas distribution utility company (Natural Gas Supply Services) through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the “Public School Contracts Law”, N.J.S.A. 18A:18A-1 *et seq.*, and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 *et seq.* (“EDECA”) and the regulations promulgated thereunder; and

WHEREAS, the Northvale School District is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain natural gas services for its own use through one or more contracts to be awarded to natural gas suppliers following said bids for natural gas services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2023, hereinafter referred to as “Effective Period”) issue one or more Requests for Bids for natural gas services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale natural gas market, Participating Members will preauthorize the Lead Agency to award contracts for Natural Gas Supply Service in each service territory to one or more natural gas suppliers that submits bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous natural gas usage and utility provided Basic Gas Supply Service rates; and

WHEREAS, the Lead Agency will only award contracts for said Natural Gas Supply Services to natural gas suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic gas supply service; and

WHEREAS, the District agrees to purchase all Natural Gas Supply Services for its own use during the Effective Period through any natural gas supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law; and

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WHEREAS, the Lead Agency will notify the Department of Community Affairs' Division of Local Government Services by mail prior to the issuance a Request for Bids for natural gas supply services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

NOW, THEREFORE, BE IT

RESOLVED that the District binds itself to the ACES Cooperative Pricing System #E8801-ACESCPS to purchase all natural gas supply services needed for its own use during the Effective Period from the natural gas supplier or suppliers awarded a contract for natural Gas supply services by the Lead Agency; and, be it

FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase natural gas at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the districts relative to the price charged for basic gas supply service by the natural gas public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain natural gas services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2023 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

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8. BE IT RESOLVED, to approve the following resolution:

WHEREAS, the Northvale School District Board of Education applied for funding through the Schools and Libraries Program of the Universal Service Fund, more commonly known as the "E-Rate" Program, which provides discounts to eligible entities for data network equipment and related services.

WHEREAS, the Northvale Board of Education posted FCC Form 470 number 180023471 in accordance with E-Rate Program rules to initiate the competitive bidding process to solicit bids from vendors of wireless network and cabling equipment and related services to enable network upgrades for the fiscal year commencing on July 1, 2018.

WHEREAS, the School Business Administrator and Technology Department have reviewed the bids received and hereby recommend that the Board approve the issuance of one or more purchase orders to New Era in the amount of \$38,234 to procure wireless network and cabling equipment and related services, based on price and other factors with price having the heaviest weight.

NOW, THEREFORE, BE IT RESOLVED, that the Northvale Board of Education has considered the recommendation and hereby authorizes the School Business Administrator to execute a one or more purchase orders to New Era for wireless network and cabling equipment and related services totaling \$38,234 during the 2018/2019 fiscal year through budgetary account 11-000-252-340.

9. Approve the Northvale Board of Education adopt a maximum travel expenditure in the amount of \$13,000 for the 2018/2019 school year pursuant to N.J.A.C. 6A:23A-7.3. The 2017/2018 school year had established a pre-budget year amount of \$8,800 and \$4,051 has been paid and/or encumbered to date.

10. Pursuant to the requirements of NJPL 2011 Chapter 78, The Northvale Board of Education will continue the Section 125 Flexible Spending Account (FSA) program from September 1, 2018 to August 31, 2019

The Board will offer the Medical Care FSA with a \$2,650 threshold and \$500 as a carryover as well as the Dependent Care FSA with a \$5,000 threshold. The Board will be responsible for the \$4.00 monthly administrative fee or a monthly minimum of \$50.00

11. BE IT RESOLVED, to approve the following resolution:

WHEREAS, N.J.A.C. 6A: 23A-2.13 (d) 6 provides that a district Board of Education may, at any time without commissioner approval, appropriate surplus generated from state revenue, such as Extraordinary Aid and Non-Public Transportation Aid that has been excluded from the excess surplus calculation in the prior year; and

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WHEREAS, the Northvale Board of Education has remaining balances of the FY 2017 Extraordinary Aid in the amount of \$150,429 and Transportation Aid in the amount of \$348;

NOW THEREFORE IT BE RESOLVED, that the remaining balance of the FY 2017 Extraordinary Aid in the amount of \$150,429 and Transportation Aid in the amount of \$348, be appropriated in the 2017/2018 budget to offset costs of Extraordinary Services costs.

12. Special education tuition contract with Northern Valley Regional High School District for student ID #4290092424 for the Slice Program at a pro-rated cost of \$3,940.00, for the period of March 5, 2018 – June 30, 2018.
13. Post Travel Report submitted pursuant to P.L. 2007, c.53 travel requirements N.J.S.A. 18A:12-33.

Anthony Coppola  
Dawn Delasandro  
Kristen Doramajian  
Rose Zara

14. Applications for Use of School Building submitted by the following organization:

Northvale Recreation Softball Softball Field	Mid to late April – June, 2018 Monday-Friday – 5:00-7:00 pm Saturday & Sunday mornings
Northern Valley Soccer Club North Side Field	Mid March – June 30, 2018 Tues, Wed & Thurs – 5:00 pm - Dark Sunday games – 9:30 am-2:30 pm Saturday for makeup games
Northern Valley Recreation Baseball School Gymnasium	3/26 – 3/30/2018
Northvale PTO Handprint Fundraiser (APR) Mother’s Day Plant Sale (Outside Elem. Entrance) Spring Book Fair (Media Center)	4/18 – 4:00 – 8:00 P.M. 5/10 & 5/11/2018 5/17 & 5/18/2018

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**IX. NEW AND UNFINISHED BUSINESS**

**DATES TO REMEMBER**

Good Friday (school closed) – March 30, 2018

Public Budget Hearing/Regular Meeting – April 24, 2018 (Tuesday).....6:30 pm

Spring Recess (School Closed) – April 9, 2018 to April 13, 2018

**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**