

**NORTHVALE BOARD OF EDUCATION  
MINUTES  
REGULAR SESSION  
MONDAY, DECEMBER 10, 2018**

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

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

Present: Mrs. Johanna Bargisen  
Mrs. Nicole Cowley  
Mrs. Jamie Corday  
Mrs. Peg DeGennaro  
Mrs. Jennifer Venditti

Absent: None

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

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

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

**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. APPROVAL OF MINUTES**

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

Executive	November 12, 2018
Regular Meeting	November 12, 2018

IN FAVOR: Mrs. Bargisen, Mrs. Corday, Mrs. Cowley, Mrs. DeGennaro, Mrs. Venditti  
ABSTAINED: None  
OPPOSED: None  
ABSENT: None

**V. 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.

NONE

**MINUTES  
REGULAR MEETING  
MONDAY, DECEMBER 10, 2018**

**VI. SUPERINTENDENT'S REPORT**

Mr. Pinajian thanked Mr. Herndon and Mr. O'Reilly (Music teachers) for a superb holiday concert. The students performed excellently. He then read a prepared statement thanking Mrs. Bargisen for her time and service over the past thirteen years on the board. He expressed that she will be missed. Mrs. Smith thanked Mrs. Bargisen as well. Administration presented Mrs. Bargisen with a certificate of recognition.

Mrs. Bargisen thanked the other members and administration. She knows this group cares about children and that we have dedication. She provided a couple stories about her tenure and acknowledged the board is in a good place right now.

Mr. Pinajian reviewed his agenda. He noted that he is recommending Mrs. Smith be appointed as Child Study Team Chairperson in the absence of our current School Psychologist. He explained we had trouble last week finding a substitute when our school nurse had a bereavement leave. He is recommending retroactive approval of a substitute we found from a neighboring district.

Mr. Pinajian also reviewed the school bus drill the district completed for our transported, special education students, on Bus Route #2. He explained that these students are picked up in Northvale and driven to out-of-district programs in neighboring towns. On the day of the drill, December 7, 2018 at 8:15 am, the students were all picked up and taken to Northvale Public School where Mr. Pinajian completed the drill. We will complete another drill for these students before the end of the year. Our in district non-transported students will complete a drill in the next few weeks.

The board discussed agenda item # 2, appointing Mrs. Smith as Special Education Coordinator. Board members were asking how Mrs. Smith was chosen for this position and what her duties would be. Mr. Pinajian explained that she would be the next in line and that her responsibilities would include meetings, supervising the team, providing input but not signing any IEPs.

Upon the recommendation of the Chief School Administrator, Resolutions 1 – 17 were motioned for approval by Mrs. DeGennaro, seconded by Mrs. Corday and approved by the following roll call vote:

Mrs. Bargisen:	Yes to all
Mrs. Corday	Yes to all
Mrs. Cowley:	Yes to all
Mrs. DeGennaro	Yes to all
Mrs. Venditti	Yes to all

**MINUTES  
REGULAR MEETING  
MONDAY, DECEMBER 10, 2018**

1. Recognition of Service

WHEREAS, Mrs. Johanna Bargisen, dedicated her time and service to the children of Northvale and the Northvale Board of Education, and

WHEREAS, her dedication served as a model of service to the community,

NOW THEREFORE, BE IT RESOLVED, that the Northvale Board of Education does hereby extend its appreciation and gratitude to Mrs. Johanna Bargisen in recognition of her 13 years of dedicated service as a member of the Northvale Board of Education.

2. Dianne Smith as Special Education Coordinator (Child Study Team Chairperson) for the 2018-2019 school year, replacing Kate Arena originally approved on May 14, 2018.
3. Kevin Sanchez (Bergen County Technical Schools) as District Technology Director for the 2018-2019 school year, replacing Emmett Dressler originally approved on May 14, 2018.
4. Approval and submission of the 2018-2019 Health and Safety Evaluation of School Buildings Checklist Statement of Assurance.
5. Approval and submission of the 2018-2019 NJ Quality Single Accountability Continuum (NJQSAC) District Performance Review (DPR).
6. The following job descriptions:
  - Gifted and Talented Teacher
  - STEAM Teacher
7. To approve the HIB investigation results reported in closed session on November 12, 2018.
8. To approve the reports of the confirmed two (2) HIB incidents from September through December, 2018.
9. Kenia Liz Galow, as a Substitute Nurse, for the 2018-2019 school year, retroactive to to December 3, 2018.
10. Northvale Police Captain Howard Ostrow as Law Enforcement Liaison to the Northvale Board of Education.

**MINUTES**  
**REGULAR MEETING**  
**MONDAY, DECEMBER 10, 2018**

11. New Jersey School Boards Association Chief School Administrator Evaluation Instrument.
12. The following new and revised Policies and Regulations for Second Reading

Policies

P2412	Home Instruction Due to Health Condition
P2428.1	Standards-Based Instructional Priorities
P2622	Student Assessment
P2700	Services to Nonpublic School Students
P3111	Creating Positions
P3125	Employment of Teaching Staff Members
P3125.2	Employment of Substitutes Teachers
P3126	District Mentoring Program
P3130	Assignment and Transfer
P3212	Attendance
P3218	Substance Abuse
P3221	Evaluation of Teachers
P3222	Evaluation of Teaching Staff Members, Excluding Teachers & Administrators
P3224	Evaluation of Principals, Vice Principals & Ass't Principals
P3240	Professional Development for Teachers & School Leaders
P4125	Employment of Support Staff Members
P6220	Budget Preparation
P6470	Payment of Claims
P6820	Financial Reports

Regulations

R2412	Home Instruction Due to Health Condition
R3126	District Mentoring Program
R3212	Professional Staff Attendance
R3218	Substance Abuse
R3222	Evaluation of Teaching Staff Members, Excluding Teachers & Administrators
R3224	Evaluation of Principals, Vice Principals & Ass't Principals
R3240	Professional Development for Teachers & School Leaders
R4212	Support Staff Attendance
R6470	Payment of Claims

**MINUTES**  
**REGULAR MEETING**  
**MONDAY, DECEMBER 10, 2018**

13. The following new and revised Policies and Regulations for First 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
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

14. Kindergarten trip to the Bergen County Zoological Park in May.

**MINUTES  
REGULAR MEETING  
MONDAY, DECEMBER 10, 2018**

15. To approve the following staff as chaperones for the following trips.

Philadelphia Chaperones

Sharon Vadovic	Joan Bohan
Lauren Syre	Sam Rudick
Briana Zwernemann	Andrew Cole
Liz Santos	Lucia Quarato
Carmen Piccinich (alternate if needed)	

Washington, DC Chaperones

Sharon Vadovic	Joan Bohan
Dianne Smith	Lauren Syre
Dana Errico	Rose Ottomanelli
Andrew Cole	Jennifer Madonna
Gina Scherer (alternate if needed)	

16. Travel Request(s) as follows:

NAME	CONFERENCE / SEMINAR	LOCATION	DATE	ESTIMATED COST
Jennifer Lopez	BCSS School District Workshop- "They've Hired a Lawyer"	Brownstone School, Saddle Brook, NJ	12/7/2018	No cost
Lindsay Noll	BCSS School District Workshop- Dyslexia Literacy for Students with Varying Abilities	Brownstone School, Saddle Brook, NJ	12/7/2018	No cost
Dianne Smith	Techspo	Atlantic City, NJ	1/31-2/1/2019	\$450 Registration, hotel \$95, meals, mileage & tolls
Anthony Coppola	2019 NJSBGA Conference/	Atlantic City, NJ	3/11-12/2019	\$200 Registration, plus hotel, meals, tolls, mileage

**MINUTES  
REGULAR MEETING  
MONDAY, DECEMBER 10, 2018**

17. The following Drills:

Security Drill: 11/28/18 - Lockdown  
Bus Drill: 12/7/2018 – Route 2

**VII. BUSINESS ADMINISTRATOR’S REPORT**

Ms. Delasandro thanked Mrs. Bargisen for her service to the district and wished her well in all future endeavors. Ms. Delasandro reviewed the items in the agenda including monthly bills and reports, as well as multiple out of district special education tuition contracts.

Upon the recommendation of the Chief School Administrator, Resolutions 1 – 18 were motioned for approval by Mrs. DeGennaro, seconded by Mrs. Venditti and approved by the following roll call vote:

Mrs. Bargisen: Yes to all  
Mrs. Corday Yes to all  
Mrs. Cowley: Yes to all  
Mrs. DeGennaro Yes to all  
Mrs. Venditti Yes to all

1. General Fund warrants:

December Bill List	\$250,093.85
November 15 Payroll	\$275,518.09
November 30 Payroll	\$254,401.55
November In-Office Checks	\$174,842.62

Milk Fund warrants: Cream O-Land Dairies \$ 751.97

2. Report of the Board Secretary and Report of the Treasurer for the month ending October 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.

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

4. Appointment of Dawn Delasandro, Board Secretary, as temporary chairman of the Annual Reorganization Meeting on January 8, 2019.

**MINUTES  
REGULAR MEETING  
MONDAY, DECEMBER 10, 2018**

5. Special Education tuition contract with the Valley Program from November 1, 2018 through June 30, 2019 at a cost of \$54,559.28 for student (SID #5847681319).
6. Special Education tuition contract with the Valley Program from November 15, 2018 through June 30, 2019 at a cost of \$51,831.27 for student (SID #5508135906).
7. Special Education tuition contract with the Slice Program from November 6, 2018 through June 30, 2019 at a cost of \$7,989.75 for student (SID #2536162487).
8. Post Travel Report submitted pursuant to P.L. 2007, c.53 travel requirements N.J.S.A. 18A:12-33.

Anthony Coppola

**VIII. NEW AND UNFINISHED BUSINESS**

Mrs. DeGennaro thanked the teachers for their support of the talent show. It was a great performance.

Mrs. Smith provided an update of items ongoing in the district. She explained how she is working with the guidance department to encourage students to speak up about bullying. She notes the reward is students are coming forward. We are also increasing the internet safety education. While last year we were reactive to many situations, we have been proactive in teaching students what not to do online. Lastly, Mrs. Smith explained how she is restructuring the I&RS team with Mrs. McGrath (Supervisor of Curriculum and Instruction) to exhaust all options prior to referring students to the Child Study Team. The goal is to change what is going on in classrooms.

**DATES TO REMEMBER**

Holiday Recess – December 24, 2018 – January 1, 2019

January 7, 2019 - Reorganization Meeting.....6:30 pm

**IX. 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



**MINUTES  
REGULAR MEETING  
MONDAY, DECEMBER 10, 2018**

**X. 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: Student Related, Security, Legal

It was moved by Mrs. Venditti, seconded by Mrs. Cowley and unanimously approved by voice vote of those present to enter the Executive Session at 6:53 P.M.

No action will be taken following the executive session and the board will not be re-entering public session.



Dawn Delasandro  
Business Administrator/Board Secretary