

**NORTHVALE BOARD OF EDUCATION**

**MINUTES  
REORGANIZATION MEETING  
MONDAY, JANUARY 8, 2018**

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

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

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

Absent: One vacant seat

Also Present: Mr. Michael Pinajian, Superintendent  
Ms. Dawn Delasandro, School Business Administrator

**II. PUBLIC ANNOUNCEMENT BY PRESIDING OFFICER**

Adequate notice of this meeting has been provided by mailing copies of said notice to The Record, The Press Journal, the municipal clerks and Borough liaison of Northvale and the Rockleigh School Business Administrator. Publishing of said notice in The Record is on January 15, 2017

**III. RESULTS OF ELECTION HELD ON NOVEMBER 7, 2017**

For Membership to the Board of Education:

For three-year terms:

Jamie Corday 304

Jennifer Venditti 333

**IV. ADMINISTRATION OF OATH**

The Board Secretary administered the Oath of Office to Mrs. Jamie Corday and Mrs. Jennifer Venditti.

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**V. NOMINATION OF PRESIDENT AND VICE PRESIDENT**

The Board Secretary asked for nominations for President and Vice President.

A motion was made by Mrs. DeGennaro, seconded by Mrs. Corday to nominate Mrs. Johanna Bargisen for President.

A roll call vote to elect Mrs. Bargisen for President was taken.

Mrs. Corday	Yes
Mrs. DeGennaro	Yes
Mrs. Venditti	Yes
Mrs. Bargisen	Abstain

A motion was made by Mrs. Corday, seconded by Mrs. Venditti to nominate Mrs. DeGennaro for Vice President.

Mrs. Bargisen	Yes
Mrs. Corday	Yes
Mrs. Venditti	Yes
Mrs. DeGennaro	Abstain

**VI. APPROVAL OF MINUTES**

NONE

**VII. 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

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**VIII. REORGANIZATION FROM JANUARY 8, 2018 UNTIL JANUARY 7, 2019**

Mrs. Corday motioned and Mrs. DeGennaro seconded the motion that Resolutions 1 – 9 be accepted as presented.

Mrs. Bargisen	Yes
Mrs. Corday	Yes
Mrs. DeGennaro	Yes
Mrs. Venditti	Yes

**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.
- 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.

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- 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

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**6. IMPLEMENTATION OF 2017-18 BUDGET**

Authorize the Superintendent and Business Administrator to implement the 2017-2018 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

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**8. BOARD MEETING DATES**

Approve the Annual Board Meeting Schedule as follows:

RESOLVED that the Northvale Board of Education, pursuant to Chapter 231, PAL. (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.

January 22, 2018	Regular Meeting - 6:30 p.m.
February 12, 2018	Regular Meeting - 6:30 p.m.
March 12, 2018	Preliminary Budget Hearing/ Regular Meeting - 6:30 p.m.
April 23, 2018	Public Budget Hearing/Regular Meeting - 6:30 p.m.
May 14, 2018	Regular Meeting - 6:30 p.m.
June 25, 2018	Regular Meeting - 6:30 p.m.
July 16, 2018	Regular Meeting - 6:30 p.m.
August 20, 2018	Regular Meeting - 6:30 p.m.
September 17, 2018	Regular Meeting - 6:30 p.m.
October 15, 2018	Regular Meeting - 6:30 p.m.
November 12, 2018	Regular Meeting - 6:30 p.m.
December 10, 2018	Regular Meeting - 6:30 p.m.
January 7, 2019	Reorganization/Regular Meeting - 6:30 p.m.

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**9. BUSINESS OPERATION PROCEDURE**

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

The Board discussed the following items below and concluded assignments will be made once a new replacement Board member has been appointed.

**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 \_\_\_\_\_

**IX. SUPERINTENDENT'S REPORT**

Mr. Pinajian welcomed our new board member, Mrs. Jennifer Venditti and congratulated Mrs. Corday on her re-election. He commented that we made the front page of the Northern Valley Press for our Read-a-Thon program. Congratulations to our Music Teachers, Mr. Herndon and Mr. O'Reilly for another excellent concert.

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Mr. Pinajian reviewed his agenda items and asked for a motion to approve Resolutions 1 and 2.

Mrs. Corday motioned and Mrs. DeGennaro seconded the motion that Resolutions 1 and 2 be accepted as presented.

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

1. The 2018-2019 School District Calendar
2. Karen Frigiola as substitute bus aide, retroactively from December 22, 2017

**X. NEW AND UNFINISHED BUSINESS**

**PRESENTATION BY ARCHITECT, DICARA RUBINO ARCHITECTS**

Gymnasium Floor replacement

Mr. Pinajian introduced Rodney Watkins of the Board's architectural firm, DiCara Rubino, to present information about the gym floor. Mr. Watkins reviewed our planned project to remove the entire rubber floor and replace it with hardwood maple floor. He explained that the hardwood would add two inches of height to the floor, which creates an issue with the doorways. Our best option to correct this issue is with an alternative material at all doorways which transitions from the new hardwood to the current floor level, over a width of about 24 inches. Our other option would be to chop out the current subfloor, but this option is extremely costly. Mr. Watkins presented diagrams of the currently proposed design, which also includes re-facing the cabinets under the stage. The bleachers would be removed and stored during construction and reinstalled after completion. The new floor would have a 10 year warranty. The board discussed the drawbacks of the floor transition and also the striping designs.

**DATE TO REMEMBER**

January 22, 2018 - Regular Meeting.....6:30 pm



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**XI. COMMENTS FROM THE PUBLIC**

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NONE

**XII. ADJOURNMENT TO EXECUTIVE SESSION**

It was moved by Mrs. Corday, seconded by Mrs. DeGennaro and unanimously approved by those present to enter the Executive Session at 6:58 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: HIB



Dawn Delasandro  
Business Administrator/Board Secretary