

NORTHVALE BOARD OF EDUCATION

**MINUTES
REGULAR SESSION
MONDAY, SEPTEMBER 18, 2017**

I. CALL TO ORDER AND ROLL CALL

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

Present: Mrs. Johanna Bargisen
Mr. Robert Bargna
Mrs. Jamie Corday
Mrs. DeGennaro
Mr. Joseph McGuire

Absent: Rockleigh

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

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. APPROVAL OF MINUTES

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

Regular Meeting August 21, 2017

IN FAVOR: Mrs. Corday, Mrs. DeGennaro, Mr. McGuire
ABSTAINED: Mrs. Bargisen, Mr. Bargna
OPPOSED: None
ABSENT: None

**MINUTES - REGULAR SESSION
MONDAY, SEPTEMBER 18, 2017**

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

VI. SUPERINTENDENT’S REPORT

Before beginning his report, Mr. Pinajian congratulated Mrs. Nicolich for acquiring tenure. President McGuire presented her with flowers.

Mr. Pinajian spoke about our successful first day of school and Back-to-School Night. A highlight of the Back-to-School Night was the brochures created by the Guidance Department. He noted the air conditioners have all been installed and are working. Everyone is very happy and Mr. Pinajian thanked the board for approving this project.

Included in the agenda is acceptance of the resignation from our Music Teacher, Pia Vanderstreet. The administration conducted a search and found a candidate. He is on the agenda for the board’s approval tonight, as well as a change in recipient of the Choral and Drama Director stipends. Also included for approval is the Self-Assessment HIB Grades Report, on which our district score was 74 out of 78. Mr. Pinajian explained this is the same score as last year and recognized Mrs. Smith, Mrs. Griffin and Mrs. Arena for all their hard work in bullying prevention and incident investigations. There are several field trips to be approved.

Mr. Pinajian noted the following changes to the agenda: Resolution number 6 is being removed. Resolution 21 is being amended to add Mrs. Smith as a chaperone to the Greenkill field trip, remove Ms. Madonna and Ms. Errico as chaperones from the Philadelphia field trip and remove Ms. Rudick and Ms. Doramajian as chaperones from the Washington D.C. field trip. Resolution 25 is being amended to include an additional fire drill date. Resolution 26 is being amended to remove Ashley Allen, as she is not accepting a position with the district.

President McGuire thanked the administration for their work in getting the air conditioning and electrical upgrade project completed successfully. Mr. Pinajian asked for a motion to approve resolutions 1 through 26, with 21, 25 and 26 as amended, and 6 removed.

**MINUTES - REGULAR SESSION
MONDAY, SEPTEMBER 18, 2017**

Mrs. Bargisen motioned and Mr. Bargna seconded the motion that Resolutions 1 through 26, with 21, 25 and 26 as amended, and 6 removed, be accepted as presented.

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

1. To accept the resignation of Ms. Pia Vanderstreet, General/Vocal Music Teacher, effective October 20, 2017.
2. To hire Mr. Michael O'Reilly, General/Vocal Music Teacher, start date TBD through June 30, 2018 at BA/step 2 – pro-rated
3. Change of the 2017-2018 Drama Director (Spring Musical) stipend position from Ms. Pia Vanderstreet to Mr. Michael O'Reilly as per Schedule B of the Extra-Curricular Assignment Stipend Schedule.
4. Change of the 2017-2018 Choir Director stipend position from Ms. Pia Vanderstreet to Mr. Michael O'Reilly pro-rated based on start date TBD, as per Schedule B of the Extra-Curricular Assignment Stipend Schedule.
5. The Childbirth Disability Leave for Mrs. Catherine Sergiano to commence on Monday, November 20, 2017 through January 21, 2018. Unpaid Family Leave to begin on January 22, 2018 and to continue through April 14, 2018, returning on April 16, 2018.
6. REMOVED
7. To hire Ms. Catalina Sanchez as a part-time one-on-one Special Education Aide for the 2017-2018 school year, pro-rated as per agreement with NEA, effective September 25, 2017 (no benefits) District to be reimbursed by the Harrington Park School District.
8. To hire Ms. Deana Lubrani as a part-time one-on-one Special Education Aide for the 2017-2018 school year, pro-rated as per agreement with NEA, effective September 19, 2017 (no benefits).

**MINUTES - REGULAR SESSION
MONDAY, SEPTEMBER 18, 2017**

9. Change of the 2017-2018 Soccer Coach stipend position from Ms. Jessica Dimataris to Ms. Briana Zwernemann as per Schedule B of the Extra-Curricular Assignment Stipend Schedule.
10. The 2016-2017 Statement of Assurance for the New Jersey Department of Education School Self-Assessment HIB Grades State mandated report.
11. The 2017-2018 District and Board of Education Goals.
12. The 2017-2018 Nursing Plan.
13. To declare the week of October 2 – 6, 2017 to be “Week of Respect”.
14. To declare the week of October 16 - 20, 2017 to be “School Violence Awareness Week”.
15. Grade 5 trip in March 2018 to the Buehler Challenger Center, Paramus, NJ
16. Kindergarten trip in October 2017 to Lupardi’s Nursey in Closter, NJ
17. The SDL Outreach Program trips (various dates) for grades 7 & 8.
18. Grade 6 Environmental Education 3-day trip in October 2017 to Greenkill Outdoor Adventure Center in Huguenot, New York.
19. Grade 7 Philadelphia Trip in May 2018.
20. Grade 8 – Washington, D.C., 3-day trip in May/June 2018
21. The following chaperones for the Grade 6, 7 & 8 trips

<u>Greenkill</u>	<u>Philadelphia</u>	<u>Washington, D.C.</u>
Mrs. Sharon Vadovic	Mrs. Sharon Vadovic	Mrs. Sharon Vadovic
Mrs. Joan Bohan	Mrs. Joan Bohan	Mrs. Joan Bohan
Ms. Emma Flynn	Mrs. Shannon Lewis	Mrs. Rose Ottomanelli
Ms. Kristen Doramajian	Mrs. Geralyn Higgins	Mr. Andrew Cole
Ms. Caitlin Adair	Ms. Briana Zwernemann	Mrs. Lauren Syre
Ms. Lucia Quarato	Mrs. Gina Scherer	Mrs. Dianne Smith
Mr. Andrew Cole	Mr. Andrew Cole	Ms. Jennifer Madonna
Mrs. Dianne Smith		Ms. Dana Errico

**MINUTES - REGULAR SESSION
MONDAY, SEPTEMBER 18, 2017**

- 22. Grade 1 trip to the Englewood Bergen Performing Arts Center in May.
- 23. The Grade 8 Valley Dance (Northvale) in January 2018
- 24. Travel Requests as follows:

Name	Conference/ Seminar	Location	Date	Estimated Cost
Rebecca Endo	Bilingual/ESL /ELS Supervisors	Edison, NJ	Oct. 4, 2017	tolls & mileage
Nadine McGrath	Bilingual/ESL /ELS Supervisors	Edison, NJ	Oct. 6, 2017	Tolls & mileage
Nadine McGrath	NJ Branch Int'l Dyslexia Assoc. Fall Conf.	Somerset, NJ	Oct. 13, 2017	\$190 plus miles & tolls
Joanne Greco	NJ Branch Int'l Dyslexia Assoc. Fall Conf.	Somerset, NJ	Oct. 13, 2017	\$190 plus miles & tolls
Vicky Nicolich	Follett Institute Workshop	Wayne, NJ	Oct. 18, 2017	\$99 plus miles & tolls
Kathleen Fitzpatrick	Family & Medical Leave Act (FMLA)	Mercer Community College, West Windsor, NJ	Nov. 15, 2017	\$159.00 plus miles & tolls

- 25. The following Fire and Security Drills:

Fire Drill: 8/28/17
 9/18/17
Security Drill: 9/12/17 - Evacuation Drill

- 26. Add the following to the 2017-2018 substitute list.

Ms. Catalina Sanchez
Mr. Patrick Cymny (Pending completed paperwork)

**MINUTES - REGULAR SESSION
MONDAY, SEPTEMBER 18, 2017**

VII. BUSINESS ADMINISTRATOR'S REPORT

Ms. Delasandro review the items in her agenda which included a payment application in relation to the electrical upgrade project, acceptance of the increased state aid which will be adjusted to Extraordinary Services – Professional Services for out of district one-to-one aides and two special education tuition contracts. There is also a resolution to approve the final change order for the electrical upgrade project, with a credit to the district from the allowance in the amount of \$18,180. However, from that credit, we paid Rockland Electric for removal of the utility poles. There is an item on an addendum to the agenda for approval of a contract with the Bergen County Department of Health for blood borne pathogen coordination. With no further discussion, Ms. Delasandro asked for a motion to approve resolutions 1 – 15.

Mr. Bargna motioned and Mrs. Bargisen seconded the motion that Resolutions 1 through 15, be accepted as presented.

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

1. General Fund warrants:

August In-Office Checks	\$ 166,151.55
August 30, 2017 Payroll	\$ 43,676.51
September Bill List	\$ 735,220.16
September 15, 2017 Payroll	\$ 263,078.83

2. Report of the Board Secretary and Report of the Treasurer for the month ending July 2017; 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 July and August 2017 in compliance with NJ S-1701 Regulations (10% cap)

**MINUTES - REGULAR SESSION
MONDAY, SEPTEMBER 18, 2017**

4. Payment Application #3 from TSUJ Corp. Inc., in the amount of \$110,926.20 for work completed to date with the Electrical Upgrade project, as per the recommendation of the architect, DiCara Rubino Architects
5. Approve the increase in 2017-2018 State Aid award and amend the budgeted revenues and appropriations as follows:

		Original	Revised	Increase
10-3132-000	Categorical Special Ed Aid	\$202,156	\$219,369	\$17,213
11-000-217-320	Extraordinary Services	\$87,500	\$104,713	\$17,213

6. Special Education tuition contract with Bergen County Special Services School District for the Brownstone School at a cost of \$60,300 for Student ID# 5847681319 for the period September 1, 2017 – June 30, 2018.
7. Special Education tuition contract with Bergen County Special Services School District for the NOVA Elementary Emerson School at a cost of \$60,300 for Student ID # 9268978140 for the period September 1, 2017 – June 30, 2018.
8. Change Order GC-04 from TSUJ Corp., Inc. in the amount of \$18,180.36, a credit for unused balance of allowance #2 of the Electrical Upgrade Project, as per the recommendation of the architect, DiCara Rubino Architects. The change order is comprised of Quote #3 to perform work directed by Orange & Rockland to install conduit and wiring in the amount of \$21,623.59 and Quote #4 to perform work associated with Orange & Rockland removal of pole with existing data wiring in the amount of \$4,493.36.
9. Payment of Merit Bonus 2016-2017

BE IT RESOLVED, to approve the following resolution:

WHEREAS, the Interim Executive County Superintendent has authorized payment of the merit bonus to the Superintendent,

NOW THEREFORE BE IT RESOLVED, that the Board of Education authorizes payment of the 2016-2017 merit bonus to the Superintendent.

**MINUTES - REGULAR SESSION
MONDAY, SEPTEMBER 18, 2017**

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

WHEREAS, pursuant to N.J.S.A. 40A:11-9G, Dawn Delasandro, School Business Administrator, was appointed as the Temporary Purchasing Agent for the period July 1, 2016 through June 30, 2017 following the vacancy of the Qualified Purchasing Agent, and

WHEREAS, pursuant to N.J.S.A. 40A:11-9G, a Temporary Purchasing Agent may be appointed for a second one-year term with approval of the Director of the Division of Local Government Services, and

WHEREAS, district administration requested approval from the Director in a letter dated July 18, 2017 and

WHEREAS, permission was granted by the Director on July 27, 2017

NOW, THEREFORE BE IT RESOLVED, that Dawn Delasandro be appointed as Temporary Purchasing Agent for the Northvale Board of Education with a bid threshold of \$40,000 for the period July 1, 2017 through June 30, 2018.

11. Approve contract with Transperfect for translation services at a cost of \$125 per language.
12. Approve disposal, donation or sale of unusable toner as follows:

Printers	Toner Type	Short Name	Color	Quantity
HP Color Laserjet 3500, 3550	Q2673A	309A	Magenta	5
HP Color Laserjet 3500, 3550	Q2671A	309A	Cyan	5
HP Color Laserjet 3500, 3550	Q2672A	309A	Yellow	7
HP Color Laserjet 3500, 3550, 035, 503, 700	Q2670A	308A	Black	4
HP Color Laserjet CP 3505, 3600, 3800	Q6470A	501A	Black	3
HP Color Laserjet CP 3505, 3800	Q7582A	503A	yellow	3
HP Color Laserjet CP 3505, 3800	Q7581A	503A	Cyan	2
HP Color Laserjet CP 3505, 3800	Q7583A	503A	Magenta	3
HP Laserjet 1300	Q2613A	13A	Black	1
HP Laserjet 1200, 1220, 3300, 3380	C7115X	15X	Black	1
HP Laserjet 241, 024, 202, 430	Q6511A	11A	Black	1

**MINUTES - REGULAR SESSION
MONDAY, SEPTEMBER 18, 2017**

13. Post Travel Report submitted pursuant to P.L. 2007, c.53 travel requirements N.J.S.A. 18A:12-33.

Anthony Coppola

14. Application for Use of School Building submitted by the following organizations:

Girl Scout Meetings for 2017-2018

- Daisy Troop #97129...9/29,10/27,11/17,12/15, 1/19, 2/16, 3/16, 4/27, 5/25
- Brownie #95974.....9/25,10/23,11/13,12/18, 1/22, 2/12, 3/26, 4/23, 5/21
- Girl Scout #95472.....9/22
- Girl Scouts #958039/15,10/13,11/3,12/1, 1/12, 2/9, 3/9, 4/20, 5/18, 6/25
- Girl Scouts #969259/25, 10/23, 11/20
- Girl Scouts #97311...10/4,11/1,12/13, 1/3, 2/7, 3/7, 4/4, 5/2, 5/30
- Girl Scout Pinewood Derby.....12/2/17 – Reimbursement for Custodial overtime

- Talent Show Auditions/Rehearsal/Show
Sept. 26, 27, 28 – Oct. 3, 4, 10, 11, 12, 17, 18, 20, 24, 25, 26
Nov. 1, 2, 3, 8, 14, 15, 16,17

- PTO Book Fair10/3, 10/4, 10/5

ADDENDUM

15. WHEREAS, the Northvale Board of Education, through the provisions of N.J.S.A. 26:3 A2-1 et seq. desires to contract for the furnishing of health services of a technical and professional nature, requires the regular services of a Bloodborne Pathogen Compliance Coordinator and Trainer; as

WHEREAS, the Bergen County Department of Health Services is experience in the provision of Bloodborne Pathogen Compliance Programs;

NOW, THEREFORE, BE IT RESOLVED, the Bergen County Department of Health Services is appointed and retained as Bloodborne Pathogen Compliance Coordinator and Trainer for the Northvale Board of Education for the period July 1, 2017 through June 30, 2019; and

BE IT FURTHER RESOLVED, Joan Bohan, School Nurse, be appointed as the Compliance Officer for the Northvale Board of Education to serve as the designated primary Bloodborne pathogen contact; and

**MINUTES - REGULAR SESSION
MONDAY, SEPTEMBER 18, 2017**

BE IT FURTHER RESOLVED, the fee schedule is as follows, appropriated to budget account 11-000-213-300 (Purchased Professional Services – Health):

All Inclusive Bloodborne Pathogen Training	\$18 per each trained employee
Hepatitis B Vaccine, 3 does series	\$192 per individual

VIII. NEW AND UNFINISHED BUSINESS

No Discussion

IX. DATES TO REMEMBER

October 16, 2017 Regular Meeting.....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 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: Legal

It was moved by Mrs. Bargisen, seconded by Mr. Bargna and unanimously approved by those present to adjourn the Regular Meeting to the Executive Session at 6:44 P.M.

**MINUTES - REGULAR SESSION
MONDAY, SEPTEMBER 18, 2017**

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