

**NORTHVALE BOARD OF EDUCATION
MINUTES
REORGANIZATION/REGULAR SESSION
MONDAY, JANUARY 7, 2019**

I. CALL TO ORDER AND ROLL CALL

Ms. Delasandro Board Secretary, called the meeting to order at 6:30 P.M.

Present: Mrs. Jamie Corday
Mrs. Nicole Cowley
Mrs. Peg DeGennaro
Mrs. Michele Marinuzzi
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

Mr. Pinajian 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. 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

V. ADMINISTRATION OF OATH

Ms. Delasandro administered the oath to Mrs. Cowley and Mrs. Marinuzzi

VI. NOMINATION OF PRESIDENT AND VICE PRESIDENT

Ms. Delasandro asked for nominations for President and Vice President.

A motion was made by Mrs. Cowley, seconded by Mrs. Venditti to nominate Mrs. Peg DeGennaro for President.

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

Mrs. Corday	Yes
Mrs. Cowley	Yes
Mrs. Marinuzzi	Yes
Mrs. Venditti	Yes

Mrs. DeGennaro Abstained

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

A roll call to elect Mrs. Corday for Vice President was taken.

Mrs. Cowley	Yes
Mrs. DeGennaro	Yes
Mrs. Marinuzzi	Yes
Mrs. Venditti	Yes

Mrs. Corday Abstained

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.

Councilman Joseph McGuire of 604 Gladys Court commented he will be the council liaison for the school district. He is interested in creating a formal shared service agreement between the borough and school.

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

Ms. Delasandro reviewed the proposed resolutions on the agenda, including the code of ethics and scheduled dates for 2019. The board reviewed and discussed committee assignments.

Upon the recommendation of the Chief School Administrator, Resolutions 1 – 11 were motioned for approval by Mrs. Venditti, seconded by Mrs. Corday and approved by the following roll call vote:

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

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.
- 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.

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- 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

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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

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;

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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.

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10. DELEGATE APPOINTMENTS

New Jersey School Boards Association (Delegate) (Alternate)	Jamie Corday Margaret DeGennaro
Bergen County School Boards Association	Nicole Cowley Jennifer Venditti
Northern Valley Joint Boards Association	Jamie Corday Margaret DeGennaro

11. BOARD COMMITTEE APPOINTMENTS

Instructional & Personnel	Jamie Corday Nicole Cowley
Finance	Jennifer Venditti Margaret DeGennaro
Facilities	Michele Marinuzzi Jamie Corday
Legislative & Policy	Margaret DeGennaro Michele Marinuzzi
Negotiations	Jennifer Venditti Jamie Corday

IX. SUPERINTENDENT'S REPORT

Mr. Pinajian welcomed everyone back from the holiday break and wished all a Happy New Year. He reviewed the items on his agenda including policy readings and aides staffing.

Upon the recommendation of the Chief School Administrator, Resolutions 1 – 7 were motioned for approval by Mrs. Venditti, seconded by Mrs. Cowley and approved by the following roll call vote:

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

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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
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.

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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 Reimbursement of salary &
(#2515472486) 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
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

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X. NEW & UNFINISHED BUSINESS

Mrs. DeGennaro reviewed dates to remember.

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.

Pat Magnani, Special Education Teacher, read a proclamation on behalf on the Northvale Education Association thanking the board and recognizing their service to the district.

Mrs. DeGennaro thanked Ms. Magnani and the entire NEA for the generous snacks provided and commented that Northvale teachers are the best.

XII. SCHOOL BOARDS PRESENTATION

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

Mr. Pinajian explained we would be having a presentation from NJ School Boards. It is anticipated to be about an hour long and all public are welcome to stay. There will be a 5 minute break prior to the presentation.

Matt Lee, Field Service Rep with NJ School Boards Association, presented on board member ethics and the foundations of board governance.

XIII. 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

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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 8:24 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