

NORTHVALE BOARD OF EDUCATION

**MINUTES – REGULAR SESSION
MONDAY, APRIL 24, 2017**

I. CALL TO ORDER AND ROLL CALL

Mr. McGuire, Board President, called the meeting to order at 6:32 P.M.

Present: Mrs. Johanna Bargisen
Mr. Robert Bargna – arrived at 6:37 P.M.
Mrs. Jamie Corday
Mrs. Peg DeGennaro
Mr. Joseph McGuire

Absent: None

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 Mrs. Bargisen, seconded by Mrs. Corday, the Northvale Board of Education approved the following Northvale Public School District minutes:

Regular Meeting	March 13, 2017
Executive Meeting	March 13, 2017

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

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V. COMMENTS FROM THE PUBLIC – AGENDA ITEMS ONLY

Mrs. Friel, resident, commented that she wanted to share information regarding a Color Run fundraiser which has been set up for two staff members of Closter School District who are battling cancer. She asked Mr. Pinajian if he would please share the information with the Northvale school staff.

VI. BUDGET PRESENTATION

Ms. Delasandro and Mr. Pinajian presented the 2017/2018 Budget. Mr. Pinajian reviewed the budget highlights which included continuing to maintain small class sizes, additions of a part-time guidance counselor and a full-time custodian to replace one of our outsourced custodial personnel and air conditioning all instructional spaces. Ms. Delasandro then reviewed the budget challenges and financials. One large impact for the district is the loss of tuition revenue from Rockleigh, as several students are graduating and there are no incoming kindergarten students. The tax levy is increasing 2.95% over the prior budget. The financial impact to taxpayers of an average home valued at \$390,915, is an increase of \$91.08 per year. The board had no questions following the presentation.

VII. APPROVAL OF MINUTES

After being originally tabled, the January minutes were presented again for approval following Mr. Bargna's arrival

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

Regular Meeting	January 23, 2017
Executive Session	January 23, 2017

IN FAVOR: Mrs. Corday, Mr. Bargna, Mr. McGuire

ABSTAINED: Mrs. DeGennaro and Mrs. Bargisen

OPPOSED: None

ABSENT: None

VIII. SUPERINTENDENT'S REPORT

Mr. Pinajian spoke about one of the district's students, who is currently facing severe health issues. The staff has come together in extraordinary ways and there are many fundraisers taking place. He expressed his sincere concern and that she and her family are in our collective thoughts and prayers.

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Mr. Pinajian expressed his thanks for the generous donation from the Northvale Recreation Department for repairs made to the North Field. The field will be ready for use beginning May 1, 2017.

He reviewed the items on his agenda including a maternity leave and the replacement, the revised district calendar for use of snow days, field trips and a series of revised policies. He thanked his secretary, Mrs. Kayan, for all her work on the policy revisions. As there were no questions or discussion from the board, he asked for a motion to approve Resolutions 1 through 15.

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

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

1. Ms. Melissa Pesce, First Grade Maternity Leave Replacement Teacher effective September 1, 2017 through January 10, 2018, at BA/step1.
2. The Childbirth Disability Leave for Mrs. Gina Scherer to commence on September 1, 2017 and continue through September 30, 2017. Unpaid Family Leave to begin October 1, 2017 and to continue through December 31, 2017, returning on January 2, 2018.
3. The revised 2016-2017 school District calendar to reflect the last day of school as June 22, 2017 due to three (3) snow days used. Previous date was June 21, 2017.
4. The following school trips:
 - a. Grade 3 trip to Maritime Aquarium, Norwalk, Ct
 - b. Grade 4 trip to Franklin Mineral Mine, Franklin, NJ
 - c. Grade 4 trip DeWint House Museum walking Tour, Tappan, NY
5. Student Council dance on May 5, 2017 in the Gymnasium.
6. The 8th grade Swim Club Trip to Pascack Valley Swim Club.

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7. The 8th grade Dinner Dance at the Rockleigh Country Club on Thursday, June 15, 2017 from 7:00 – 10:00 P.M.
8. Project Graduation 2017 Car Wash fundraiser:

Sunday, May 21 - 11:00 A.M. – 3:00 P.M.
Sunday, June 4 - 11:00 A.M. – 3:00 P.M
9. The 2017 Track schedule.
10. The following Mandated Special Education new and revised policies and regulations for Second Reading.

Policies

P 2460	Special Education
P 2467	Surrogate Parents and Foster Parents

Regulations

R 2460	Special Education
R 2460.1	Special Education – Location, Identification & Referral
R 2460.8	Special Education – Free & Appropriate Public Education
R 2460.9	Special Education – Transition from Early Intervention Programs to Preschool Programs
R 2460.15	Special Education – In-Service Training Needs for Professional & Paraprofessional Staff
R 2460.16	Special Education – Instructional Material to Blind or Print-Disabled Students

11. The Board of Education Policies and Procedures for Eligibility Under Part B of the IDEA Statement of Assurance (SOA) for 2016-2017
12. Alison Porto to be added to the 2017 Substitute List (pending completed paperwork).
13. The following new and revised policies and regulations for First Reading.

Policies

P 4111	Creating Positions
P 4112	Abolishing a Position
P 4130	Assignment and Transfer
P 4140	Termination

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P 4145	Layoffs
P 4150	Discipline
P 4152	Withholding an Increment
P 4160	Physical Examination
P 4161	Examination for Cause
P 4212	Attendance
P 4214	Staff Dress and Grooming
P 4215	Code of Ethics
P 4218	Substance Abuse
P 4230	Outside Activities
P 4233	Political Activities
P 4352	Sexual Harassment
P 4360	Support Staff Member Tenure
P 4425	Work Related Disability Pay
P 6141	Tax Revenues
P 6150	Tuition Income
P 6160	Grants from Private Sources
P 6210	Fiscal Planning
P 6230	Budget Hearing
P 6340	Multiple Year Contracts
P 6440	Cooperative Purchasing
P 6450	Choice of Vendor
P 6520	Payroll Deductions
P 6640	Cafeteria Fund
P 6700	Investments
P 7101	Educational Adequacy of Capital Projects
P 7102	Site Selection and Acquisition
P 7103	Selection of Architects and Engineers
P 7130	School Closing
P 7230	Gifts, Grants and Donations
P 7243	Supervision of Construction
P 7250	School and Facility Names
P 7432	Eye Protection
P 7433	Hazardous Substances
P 7436	Drug Free Workplace
P 7442	Moneys in School Buildings
P 7480	Motor Vehicles on School Property
P 7513	Recreational Use of Playgrounds
P 7520	Loan of School Equipment
P 8468.1	School Clearance Following Crisis Situation

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Regulations

R 4150	Discipline
R 4160	Physical Examination
R 4218	Substance Abuse
R 4230	Outside Activities
R 4233	Political Activities
R 6160	Grants from Private Sources
R 6340	Multiple Year Contracts
R 7230	Gifts, Grants and Donations

14. To abolish the following policies and regulations:

Policies

P 4211	Attendance
P 6146	State/Federal Funds
P 6231	Adoption of Budget
P 6480	Purchase of Food Supplies
P 7460	Energy Conservation

Regulations

R 7432	Eye Protection Practices
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15. The following Fire and Security Drills.

Fire Drill - March 23

Security Drills – March 26 (Lockdown)

April 17 (Non-Fire Evacuation)

IX. BUSINESS ADMINISTRATOR’S REPORT

Ms. Delasandro reviewed the agenda which included a resolution to approve a local vendor to complete the installation of 5 air conditioning units and renewal of contracts under Chapter 47. The agenda also includes a resolution to approve the final budget for the 2017/2018 school year. Ms. Delasandro asked for a motion to approve Resolutions 1 through 11.

Mrs. Bargisen motioned and Mrs. DeGennaro seconded the motion that Resolutions 1 through 11 be accepted as presented.

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

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1. Approval of the 2017-2018 School District Budget

BE IT RESOLVED, the Board of Education of Northvale hereby approves the following budget for the 2017-2018 school year;

BE IT FURTHER RESOLVED, that the 2017-2018 school year budget includes the use of the health care cost adjustment in the amount of \$55,558; and

BE IT FURTHER RESOLVED, included in budget line 620, Budgeted Withdrawal from Capital Reserve – Excess Costs & Other Capital Projects is \$488,000 that is for other capital projects: costs to complete an electrical upgrade to the school district. The total costs of the electrical upgrade project is \$523,000 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 2017-2018 school year budget includes the use of Banked Cap in the amount of \$26,892 to offset the loss of tuition receivable; and

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 \$8,934,952 is approved to support General Current Expenses and \$467,138 is approved to support Repayment of Debt for the ensuing school year 2017-2018; and

NOW, THEREFORE BE IT RESOLVED, that the total budget for the ensuing school year 2017-2018 is \$11,361,184, which includes Special Revenue and Debt Service as follows:

	Budget	Local Tax Levy
General Expense (Fund 10)	\$ 10,739,851	\$ 8,934,952
Special Revenue (Fund 20)	\$ 103,910	N/A
Debt Service (Fund 40)	\$ 517,423	\$ 467,138
Totals	\$ 11,361,184	\$ 9,402,090

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2. General Fund warrants:

April 24 Bill List	\$ 139,397.21
March 31 In-Office checks	\$ 558,416.75
March 31 Payroll	\$ 241,203.43
April 15 Payroll	\$ 250,972.03

Milk Fund Warrant: Cream-O-Land Dairies \$ 1,275.88

3. Report of the Board Secretary and Report of the Treasurer for the month ending February 2017; and

Further, that in compliance with NJAC 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 March 2017 in compliance with NJ S-1701 Regulations. (10% cap)

5. Pursuant to PL 2015, Chapter 47 the Northvale Board of Education intends to renew or award the contracts as listed on the attachment for the 2017-2018 school year. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et. seq, NJAC Chapter 23, and Federal Procurement Regulations 2CFR Part 200.317 et. Seq.

6. Whereas, N.J.S. 18A:18A-5e permits a board of education to award a contract after the board of education has solicited and received at least three quotations for materials, supplies or equipment for which a State contract has been issued and the lowest responsible quote is at least 10% less than the price the board would be charged under the State contract, and

Whereas, the Northvale Board of Education has received 3 quotes for Fujitsu split air conditioning systems to be installed in five locations in the Northvale Public School, and

Whereas, the state contractor, George S. Hall Inc. provided a quote of \$68,601.82 under state contract number T1372 / 15-X-23228 88696, and

Whereas, Aspen Heating and Air Conditioning Corp., a local vendor, provided a quote of \$52,900 for identical materials, and

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Whereas, the price quoted from Aspen Heating and Air Conditioning Corp. is 11% less than the price quoted from George S. Hall Inc.,
Now therefore be it resolved, the Northvale Board of Education approves the purchase of five air conditioning units to be installed by Aspen Heating and Air Conditioning Corp at a price of \$52,900, under Public School Contract Law 18A:18A-5e, exceptions to requirement for advertising.

7. Renewal of Contract for In School Nursing Services provided by BAYADA Home Healthcare in Hackensack, NJ at a rate of \$54.00/hour on a substitute basis beginning on July 1, 2017 through June 30, 2017.
8. Joint Purchasing Agreement for Extraordinary Services between the Region V Council for Special Education/River Edge Board of Education and the Northvale School District for the 2017-2018 school year.
9. Accept the donation of \$1,550.00 from Northvale Recreation Soccer Program to help offset the cost to the district for repairs made to the North Field.
10. Post Travel Reports submitted pursuant to P.L. 2007, c. 53 travel requirements N.J.S.A 18A: 12-33.

Anthony Coppola
Leslie Fishbein
Nadine McGrath

11. Applications for Use of School Buildings submitted by the following organizations:
 - PTO Painting Party Fundraiser for a Northvale Family – May 9, 2017

X. NEW AND UNFINISHED BUSINESS

Mr. Pinajian presented his monthly HIB report which included one HIB incident.

DATES TO REMEMBER

May 15, 2017 Regular Meeting.....6:30 P.M.

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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.

NONE

XII. 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: Personnel Matters

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 6:54 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