

NORTHVALE BOARD OF EDUCATION

**MINUTES – REGULAR SESSION
MONDAY, MARCH 13, 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
Mrs. Jamie Corday – arrived at 6:33 P.M.
Mrs. Peg DeGennaro
Mr. Joseph McGuire

Absent: Mr. Robert Bargna

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. 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 Matter and Legal Matter

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It was moved by Mrs. Bargisen, seconded by Mrs. DeGennaro and unanimously approved by those present to enter the Executive Session at 6:33 P.M.

Re-Entered Public Session

It was moved by Mrs. Bargisen, seconded by Mrs. DeGennaro and unanimously approved by those present to re-enter the Regular Meeting to the public at 6:43 P.M.

V. 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 February 27, 2017

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

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

Executive Meeting February 27, 2017

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

On a motion by Mrs. Bargisen, seconded by Mrs. Corday, the Northvale Board of Education Tabled the following Northvale Public School District minutes due to lack of majority in favor:

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

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

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VI. COMMENTS FROM THE PUBLIC – AGENDA ITEMS ONLY

None

VII. SUPERINTENDENT'S REPORT

Mr. Pinajian reviewed the items on his agenda which included approving Ms. Errico as a chaperone for the 8th grade trip. She is replacing another staff member who cannot attend. He noted the policies for second reading and the special education policies for first reading. He explained the maternity leave replacement and their overlap. There are many students being approved for Senior Service. He asked for a motion to approve resolutions 1-8.

Mrs. Bargisen motioned and Mrs. DeGennaro seconded the motion that Resolutions 1 through 8 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:	Absent

1. Ms. Dana Errico to be added as chaperone for the 8th Grade Washington, D.C. trip.
2. The following field trips:
 - Ms. Errico's, Mrs. Magnani's & Mrs. Ottomanelli's class trip to the Northern Highlands Planetarium at Northern Highlands School District
 - Grade 8 SDL students – Blokus Trip – Strategy and Logic game/competition, Charles DeWolf School – Old Tappan, NJ
 - Kindergarten trip – Flat Rock Brook Nature Center in Englewood, NJ
3. The following new and revised policies and regulations for Second Reading:

<u>Policy</u>	
P 2210	Curriculum Development
P 2220	Adoption of Courses
P 2230	Course Guides
P 2270	Religion in the Schools
P 2310	Student Grouping
P 2240	Controversial Issues
P 2330	Homework

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P 2360	Use of Technology
P 2415.30	Title 1-Educational Stability for Children in Foster Care
P 2416	Programs for Pregnant Students
P 2417	Student Intervention and Referral Services
P 2418	Section 504 of the Rehabilitation act of 1973 - Students
P 2432	School Sponsored Publications
P 2466	Needless Public Labeling of Students with Disabilities
P 2481	Home or Out of School Instruction for a General Education Student for Reasons Other than a Temporary or Chronic Health Condition
P 2520	Instructional Supplies
P 2530	Resource Materials
P 2622.1	Needs Assessment of Individual Students
P 2622.2	Testing

Regulation

R 2330	Homework
R 2417	Student Intervention and Referral Services
R 2418	Section 504 of the Rehabilitation Act of 1973 - Students
R 2422.1	Substance Abuse Education
R 2432	School Sponsored Publications
R 2481	Home or Out of School Instruction for a General Education Student for Reasons Other than a Temporary or Chronic Health Condition
R 2530	Resource Materials

4. The following Mandated Special Education new and revised policies and regulations for First 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

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5. Ms. Melissa Pesce as Mrs. Rumolo’s maternity leave replacement from April 3 through May 5, 2017.
6. Mrs. Kate Heyboer as Mrs. Rumolo’s maternity leave replacement from May 1 through June 21, 2017.
7. Travel Requests as follows:

NAME	CONFERENCE / SEMINAR	LOCATION	DATE	ESTIMATED COST
Mrs. Joan Bohan	School Nurse Symposium	Newark, NJ	4/25/17	\$249.00 plus mileage/tolls

8. The following NVOT Senior Service students (from May through June)

Rebecca Bonifacio	Mrs. Cooper
Leah George	Mrs. Matos
Esther Moon	Mr. Herndon
Jillian Smothergill	Mrs. Santos
Ester Song	Ms. Doramajian
Kassidy O’Connor	Ms. Vanderstreet
Alek Fleury	Dr. Sarver
Jack Ahn	Mrs. Endo
Gavin Connolly	Mr. Schulman
Mike Patullo	Mrs. Vadovic
Sage Doviak	Mrs. Greco
Avery Bystrom	Mrs. Sardanis

VIII. BUSINESS ADMINISTRATOR’S REPORT

Ms. Delasandro reviewed her agenda. She began her report with Resolution 5, explaining that the district will be appropriating a portion of the FY 2016 Extraordinary Aid to offset costs of special education tuition in the current year. The remaining portion will be allocated to the surplus for the FY 18 budget to assist with future expenditures. Ms. Delasandro explained that Resolution 6 is adopting a maximum travel expenditure. The board had previously approved the maximum expenditure during the Reorganization Meeting, however, this Resolution further approves the total pre-budget year amount and total paid to

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date. Also up for approval is continuation of the FSA program and an additional tuition contract.

Ms. Delasandro reviewed the preliminary budget. She explained the budget includes use of an automatic health care adjustment for health care costs above 2 percent. Also included in the budget is use of a portion of Banked Cap from 2014/2015. Both these items will affect the tax levy and cause an increase above two percent. The budget incorporates a withdrawal from Capital Reserve to fund the expenditures related to the electrical upgrade project, which is being completed to be able to air condition all instructional spaces. The total budget for the 2017/2018 school year is \$11,361,184 which is an increase of \$186,574 over the current year.

As there were no questions or discussion, Ms. Delasandro asked for a motion to approve Resolutions 1- through 10.

Mrs. Bargisen motioned and Mrs. DeGennaro seconded the motion that Resolutions 1 through 10 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:	Absent

1. 2017-2018 Preliminary School District Budget

BE IT RESOLVED, the Board of Education of Northvale hereby approves the following preliminary budget for the 2017-2018 school year and authorizes the School Business Administrator/Board Secretary to submit the 2017-2018 preliminary budget to the Executive County Superintendent for approval in accordance with statutory submission dates;

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 district school. 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.

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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

2. General Fund warrants:

March Bill List	\$ 436,025.43
February In-Office checks	\$ 159,331.51
February 28, 2017 Payroll	\$ 240,559.57
March 15, 2017 Payroll	\$ 255,045.59

Milk Fund Warrant: Cream-O-Land Dairies \$ 884.91

3. Report of the Board Secretary and Report of the Treasurer for the month ending January 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 February 2017 in compliance with NJ S-1701 Regulations. (10% cap)

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5. WHEREAS, N.J.A.C. 6A: 23A-2.13 (d) 6 provides that a district Board of Education may, at any time without commissioner approval, appropriate surplus generated from state revenue, such as Extraordinary Aid and Non-Public Transportation Aid that has been excluded from the excess surplus calculation in the prior year; and

WHEREAS, the Northvale Board of Education has remaining balances of the FY 2016 Extraordinary Aid in the amount of \$164,307 and Transportation Aid in the amount of \$1,332;

NOW THEREFORE IT BE RESOLVED, that a portion of the remaining balance of the FY 2016 Extraordinary Aid in the amount of \$130,615 be appropriated in the 2016/2017 budget to offset costs of Special Education tuition costs.

6. Approve the Northvale Board of Education adopt a maximum travel expenditure in the amount of \$13,000 for the 2017/2018 school year pursuant to N.J.A.C. 6A:23A-7.3. The 2016/2017 school year had established a pre-budget year amount of \$10,425 and \$2,687 has been paid and/or encumbered to date.
7. Pursuant to the requirements of NJPL 2011 Chapter 78, The Northvale Board of Education will continue the Section 125 Flexible Spending Account (FSA) program from September 1, 2017 to August 31, 2018

The Board will offer the Medical Care FSA with a \$2,600 threshold and \$500 as a carryover as well as the Dependent Care FSA with a \$5,000 threshold. The Board will be responsible for the \$4.00 monthly administrative fee or a monthly minimum of \$50.00

8. Tuition contract for \$31,948.73 for one (1) student attending Valley Program from February 6, 2017 to June 30, 2017.
9. Post Travel Reports submitted pursuant to P.L. 2007, c. 53 travel requirements N.J.S.A 18A: 12-33.

Joan Bohan

10. Applications for Use of School Buildings submitted by the following organizations:

- Camp Northvale Registration.....April 17, 2017
- PTO Mother’s Day Plant Sale.....May 12, 2017
- PTO Scholastic Book Fair.....May 16, 17, 18, 2017
- PTO Field DayJune 9, 2017
- PTO Ice Cream Social June 9, 2017

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IX. NEW AND UNFINISHED BUSINESS

Mr. Pinajian explained there has been another HIB investigation which was determined to be a HIB incident. Mrs. DeGennaro thanked all the staff for attending and supporting the PTO Casino Night as well as the play the next day. She was very appreciative of the staff's volunteerism at Casino Night.

DATES TO REMEMBER

April 10 – 14, 2017 – Spring Break (School Closed)

April 24, 2017 Public Budget Hearing/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

Motioned by Mrs. Bargisen and seconded by Mr. DeGennaro, the Regular Meeting was adjourned at 6:51 P.M.

Dawn Delasandro
Business Administrator/Board Secretary