

HASBROUCK HEIGHTS BOARD OF EDUCATION
Thursday December 22, 2016
Regular Meeting Agenda (Final)
Time: 8:00 p.m.

I. **A. Meeting called to order at:**

B. Announcement of adequate meeting:

The New Jersey Open Public Meeting Law was enacted to insure the right to the public to have advance notice of and to attend the meetings of public bodies at which business affecting their interest is discussed or acted upon.

Pursuant to the New Jersey Open Public Meeting Act, Public Law 1975, Chapter 231, the Board Secretary caused notice of this meeting to be given to the public and the press on **January 5, 2016**. Said notice was posted at the Hasbrouck Heights Municipal Building, Hasbrouck Heights Board of Education Office, Hasbrouck Heights Middle and High School, Euclid Elementary School and Lincoln Elementary School.

Notice of said meeting was published under legal notice in The Record.

C. Roll Call

II. Flag Salute

III. Presentations – Honor the following:

1. High School Varsity Football Team
2. High School Boys Varsity Soccer Team
3. Nick Delcalzo – 2016 Bergen County Football Coach of the Year
4. Lillian Romano – Board of Education Trustee
5. Retirees

IV. Public Hearing on Resolutions to be acted upon this meeting.

Residents are requested to state their names, addresses and subject matter. Issues raised by members of the public may or may not be responded to by the Board. All comments will be considered and a response will be forthcoming if and when appropriate. The Board asks that members of the public be courteous and mindful of the rights of other individuals when speaking. Specifically, comments regarding students and employees of the District are discouraged and will not be responded to by the Board. Students and employees have specific legal rights afforded by the laws of New Jersey. The Board bears no responsibility nor will it be liable for any comments made by members of the public. Members of the public should consider their comments in light of the legal rights of those affected or identified in their comments and be aware that they are legally responsible and liable for their comments.

V. Approval of Minutes: 11/17/16

VI. Correspondence and Report of School Business Administrator/Board Secretary

VII. Report of the Board President

VIII. Report of the Superintendent

IX. Committee and Liaison Reports:

- A. Education/Curriculum
- B. Special Education
- C. Technology
- D. Facilities
- E. Recreation
- F. Finance
- G. Personnel
- H. Policy
- I. NJ/BCSBA
- J. Borough Council Liaison
- K. Faculty Liaison
- L. PTA Liaison

X. Resolutions:

Awards/Presentations:

- A12-01-17 Approve Retirements
- A12-02-17 Approve Retirements

Education /Curriculum Committee

- E12-01-17 Approve Monthly Superintendent Discipline Report
- E12-02-17 Approve Monthly Superintendent HIB Report
- E12-03-17 Approve Monthly District Calendar
- E12-04-17 Approve Workshops
- E12-05-17 Approve Programs
- E12-06-17 Approve Canine Unit
- E12-07-17 Approve Graduation Requirement
- E12-08-17 Approve Character Ed
- E12-09-17 Approve Life Skills Curriculum
- E12-10-17 Approve Dental Screening

Special Education Committee

- S12-01-17 Approve Special Services
- S12-02-17 Approve OOD
- S12-03-17 Approve Contracted Services
- S12-04-17 Approve Amended Resolution
- S12-05-17 Approve Workshops

Technology Committee

None

Facilities Committee

- B12-01-17 Approve Facilities Use

Recreation Committee

- R12-01-17 Approve Field Trip Calendar
- R12-02-17 Approve Convention
- R12-03-17 Approve Fundraisers
- R12-04-17 Approve Amended Resolution

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XIV. Private Session (If necessary)

XV. Adjournment

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Special Education Committee

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Technology Committee

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- B12-01-17 Approve Facilities Use

Recreation Committee

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HASBROUCK HEIGHTS BOARD OF EDUCATION
RESOLUTIONS – December 22, 2016 (Final)

Awards/Presentations:

RESOLUTIONS:

AWARDS:

A12-01-17 WHEREAS the Hasbrouck Heights Schools would like to recognize

Mrs. Susan Curcio,
On

**Retiring from our district with 27 years of dedicated service to the children
of our community**

NOW THEREFORE BE IT RESOLVED that the Hasbrouck Heights Board of Education hereby congratulates Mrs. Curcio on her retirement and directs the Secretary to include this Resolution in the official minutes of the Board of Education and the Board President to present a certificate of recognition

A12-02-17 WHEREAS the Hasbrouck Heights Schools would like to recognize

Mr. Robert Stine,
On

**Retiring from our district with 23 year of dedicated service to the children of
our community**

NOW THEREFORE BE IT RESOLVED that the Hasbrouck Heights Board of Education hereby congratulates Mr.Stine on her retirement and directs the Secretary to include this Resolution in the official minutes of the Board of Education and the Board President to present a certificate of recognition

EDUCATION/CURRICULUM COMMITTEE:

RESOLUTIONS:

- E12-01-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2016 – 2017 school year:

Accept Monthly Discipline Report

- E12-02-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2016 – 2017 school year:

Accept Monthly Superintendent HIB Report and approves the actions recommended by the Superintendent for the following incidents:
(if applicable)

2016 – HS – 0

2016 – MS – 2 (one investigation)

2016 – LS - 2 (one investigation)

2016 – ES - 0

Listed above are the number of investigations from November 17, 2016

- E12-03-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2016-2017 school year:

The monthly district calendar

- E12-04-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following workshops for the 2016-2017 school year:

12/9/16 – A. Lewites & M. Helfant – Kick Google Into Overdrive @ \$75 for each – total \$150

12/20/16 – A. Lewites & M. Helfant - Designing Websites with Google @ \$75 for each – total \$150

1/10/17 – A. Lewites & M. Helfant - Connect, Create & Collaborate with Google @ \$75 for each – total \$150

1/13/17 – M. DiPiano & C. Pellegrino – Teaching and Understanding Ratio and Proportions – Montclair, NJ @ \$150 per person

12/19/16 – Empathy & Understanding with Diverse Viewpoints for faculty @ \$658

2/9/17 – P. Cassano, C. Anastasi, J. Zukatus – Innovations & Best Practice in High Level Math – Hackensack, NJ @ no cost to district
3/14/17 – M. Mertz, D. Robertson, N. DeBonis – NJ Council for Social Studies Spring Conference – New Brunswick, NJ @ \$25/each

E12-05-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following program for the 2016-2017 school year:

1/19/17 – C. Emery – guest speaker for G & T grade 6 – Career Exploration
@ no cost to district

E12-06-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2016-2017 school year:

1/12/17 – Bergen County Sheriff's Office canine unit to come to Elementary school for Drug Awareness week

E12-07-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2016-2017 school year:

Approve 2016 – 2017 graduation requirements (**Attachment A**)

E12-08-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2016-2017 school year:

12/5/16 - Character Ed – Fairlawn High School – 15 grade 12 students @ no cost to district

E12-09-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2016-2017 school year:

Approve MS & HS Life Skills Special Education Curriculum (**Attachment B**)

E12-10-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2016-2017 school year:

2/7/17 – LS & 2/14/17 ES - Dr. Mason & Dr. Bodenstein – annual Dental Screenings for grades 1 -5

SPECIAL EDUCATION COMMITTEE:

RESOLUTIONS:

S12-01-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following special services the 2016 – 2017 school year:

Student #487 – one on one winter track coaching assist not to exceed \$1860
Student #1001453 – OT evaluation @ \$275 – CCL Therapy
Student #1001067 – OT evaluation @ \$275 – CCL Therapy
Student #1000351 – home instruction @ 5 hrs per week @ \$40/hr
Student #20287 – 1:1 aide - SBJC @ \$41,815.67
Student #122 – 1:1 aide – SBJC @ \$34,648.55
Student #123 – 1:1 para starting 12/12/16 @ \$21,625 pro-rated

S12-02-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following OOD for the 2016 – 2017 school year:

Student #5684 – change to High Point @ a tuition rate of \$319.79 per Diem for 132 days starting 11/28/16
Student #1001466 – Lakeview Learning Center @ a tuition rate \$395.64 per Diem for 123 days starting 12/7/16 – to be reimbursed by the State
Student #1001163 – Holmstead school @ \$284.55 per Diem for 120 days – starting 12/5/16
Student #1294 – change in placement of OOD to Windsor Prep @ a tuition rate of \$293.41 per Diem for 128 days staring 11/28/16

S12-03-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following contracted special services for the 2016 – 2017 school year:

Approve SBJC to provide a reading specialist @ \$55,781.60 from 9/1/16 to 6/30/17
Approve Staffing Plus, Inc to provide service on an as needed basis (**Attachment C**)

S12-04-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2016 – 2017 school year:

Amend Resolution #S11-03-17 to read BCSS to provide LDTC Comprehensive SVCS – 3 days a week from 11/1/16 – 11/23/16 and 5 days a week from 11/28/16 – 1/15/17

S12-05-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following workshops for the 2016 – 2017 school year:

1/12/17 – D. Johnson - Trauma Informed Approaches: Screening, Assessments Tools and Review of Intervention Models for Engagement and Treatment – Paramus, NJ @ \$40

TECHNOLOGY COMMITTEE:

RESOLUTIONS:

None

FACILITIES COMMITTEE:

RESOLUTIONS:

B12-01-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2016 – 2017 school year:

Facilities Use (**Attachment D**)

RECREATION COMMITTEE:

RESOLUTIONS:

- R12-01-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for 2016-2017 school year:

District Field Trip Calendar

- R12-02-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2016-2017 school year:

3/14/17 – 3/17/17 – M. Sculla – Athletic Directors convention – Atlantic City
Cost to district not to exceed \$700

- R12-03-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following fundraisers for the 2016-2017 school year:

Spanish Club – T shirt sale – M. Squillace

- R12-04-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following fundraisers for the 2016-2017 school year:**

Amend Resolution #R11-06-17 – add Administrator in charge – all expenses for tournament not to exceed \$3900

FINANCE COMMITTEE:

RESOLUTIONS:

- F12-01-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education pursuant to NJAC 6A:23-2.11-4 and upon consultation with district officials, certifies that to the best of its knowledge, no major account of funds have been over expended in violation of NJAC 6A:23-2.11(a) and that sufficient funds are available to meet the district's needs.

F12-02-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the actual payroll for the month of November 2016 in the amount of \$1,686,618.12 and that the President of the Board and the School Business Administrator are hereby authorized to sign warrants up to and including the above

F12-03-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the estimated payroll for the month of December 2016 at \$1,400,000 and that the President of the Board and the School Business Administrator are hereby authorized to sign warrants up to and including the above \$1,400,000.

F12-04-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the President of the Board and the Board Secretary are hereby authorized to sign warrants for supplies and materials received and services rendered to the Hasbrouck Heights School District for the month of December 2016.

F12-05-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2016-2017 school year: **(Attachment E)**

Bills List for the month of		<u>Oct 2016</u>	<u>Nov 2016</u>
Fund 10	General Fund	\$3,046,640.76	\$2,666,598.27
Fund 20	Special Revenue	\$ 89,967.64	\$ 89,506.11
Fund 30	Capital Projects	\$ 0.00	\$ 0.00
Fund 40	Debt Service	\$ 0.00	\$ 0.00
Fund 60	Enterprise	\$ 31,623.06	\$ 143,124.76
Fund 95	Student Activity	\$ 4,445.95	\$ 18,919.82
Total		\$3,172,677.41	\$2,918,148.96
Fund 10	Voided Checks	\$ 4,286.47	\$ 5,986.60

F12-06-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Board of Education approve the following reports in accordance with NJAC 6A:23-2.11 (a) and NJAC 6A:23-2. 11 (b).

Board Secretary's Report
Cash Report
Monthly Fund Transfer Report
October and November 2016
(Attachment F)

F12-07-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2016 – 2017 school year:

Approve the monthly line item transfers for October and November 2016
(Attachment G)

F12-08-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2016 – 2017 school year:

Consent of Board of Education

WHEREAS, the District, heretofore has maintained the Hasbrouck Heights School District 403(b) and 457(“the Plan”) for the benefit of its eligible employees; and

WHEREAS, the District has reserved the right to amend the Plan at any time; and

WHEREAS, the Board of Education of the District has determined that it would be in the best interests of the district to amend the Plan;

NOWTHEREFORE, be it:

RESOLVED, that the Plan shall be amended to add Security Benefit as an approved vendor effective as soon as administratively possible after the signature date.

And be it further

RESOLVED. That the officers of the District hereby are authorized to execute such documents and to take other additional actions as they shall deem necessary or appropriate to effect the foregoing resolutions.

F12-09-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2016-2017 school year:

Purchases – 3 quotes received

P. O. #701312 – M. Tucker – Convection Oven double @ \$7,598.52 for cafeteria to be funded through food services money

F12-10-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2016-2017 school year:

Approve Joint transportation Agreement with Englewood Board of Education

PERSONNEL COMMITTEE:

RESOLUTIONS:

P12-01-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following appointments or personnel action for the 2016-2017 school year:

Home Instruction:

Student #1000351

M. Binazeski @ 1 hr/week for biology @ \$40/hr

C. Cassidy @ 1 hr/week for US History @ \$40/hr

M. Oliveros @ 1/hr week for Spanish I @ \$40/hr

F. Avella – 2 hrs/week one for English and one for Math @ \$40/hr

P12-02-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following appointments or personnel action for the 2016-2017 school year:

Coaching Assistant:

Student #487 – C. Warren winter track @ \$1860 total

P12-03-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following appointments or personnel action for the 2016-2017 school year:

Leave of Absence:

J. Manero – unpaid FMLA – 12/20/16 – 3/20/17

P12-04-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following appointments or personnel action for the 2016-2017 school year:

Substitute Teachers:

J. Bayard – state certified @ \$16/hr
M. Oliveros – state certified @ \$16/hr
I. Tandara – county certified @ \$15/hr*
S. Gaetan – county certified @ \$15/hr*
*Pending Paperwork

- P12-05-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following appointments or personnel action for the 2016-2017 school year:

Paraprofessionals:

Student #123 – E. Dolan – 1:1 paraprofessional @ \$21,625 pro-rated starting 12/12/16

- P12-06-17 Be it Resolved that upon the recommendation of the Superintendent of Schools, the Hasbrouck Heights Board of Education approve the following student teacher/practicum and/or field experience/observation placement for the 2016 – 2017 school year:

1/1/17 – 5/1/17 – G. DeNobile – Seton Hall @ LS with V. DePalma grade 2*
*Pending receipt of all paperwork

- P12-07-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following appointments or personnel action for the 2016-2017 school year:

Resignation:

E. Toledo- Drislane effective 1/20/17

- P12-08-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following appointments or personnel action for the 2016-2017 school year:

Amend Resolution #P06-24-16 – S. Brander – extend paid sick maternity leave from 12/13/16 – 12/23/16 and unpaid FMLA from 1/3/17 – 2/13/17

- P12-09-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following appointments or personnel action for the 2016-2017 school year:

Extra Pay:

J. Schmarak @ \$250/day - 12/28/16 and 12/29/16 Basketball Holiday tournament to be paid through student activity

- P12-10-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following appointments or personnel action for the 2016-2017 school year:

Termination:

Employee #0551

- P12-11-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following appointments or personnel action for the 2016-2017 school year:

Amend Resolution #P11/12/17 – J. Warren to start 12/7/16

- P12-12-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following appointments or personnel action for the 2016-2017 school year:

SAT Prep Extra Pay:

F. Avella & J. Lustman – 1 hr each of training attendance @ \$32/hr

F. Avella, J. Lustmann, P. Cassano – SAT Prep @ 3 hrs/week each plus prep @ \$37/hr

B. Trexler – SAT Prep @ 5 hrs/week plus prep @ \$37/hr

B. Trexler – SAT Prep Coordinator @ 1 hr/week @ \$32/hr

B. Trexler SAT Trainer @ 1 hr @ \$32/hr

- P12-13-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following appointments or personnel action for the 2016-2017 school year:

Substitute Keys Teacher:

D. Reynolds – sub keys teacher @ \$29.60/hr

- P12-14-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following appointments or personnel action for the 2016-2017 school year:

Amend Resolution #P11-04-17 – D. Johnson from \$32/hr to \$37/hr

P12-15-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following appointments or personnel action for the 2016-2017 school year:

Approve Paraprofessional agreement

P12-16-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following appointments or personnel action for the 2016-2017 school year:

Athletic Expenditure Pay:

N. Delcalzo to work athletic events

P12-17-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2016-2017 school year:

Amend Resolution #P05-12-16 to rescind the appointment of R. Minichiello as head baseball coach

P12-18-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2016-2017 school year:

Amend Resolution #P11-03-17 – for J. Bernice to extend her leave replacement position to 2/16/17 @ \$150 per Diem

P12-19-17 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2016-2017 school year:

Certified:

L. Kaplan – MS Art teacher @ .6 of BA Step 1 (\$49,195 x .6 = \$29,517) pro-rated as of 1/23/17

POLICY COMMITTEE:

RESOLUTIONS:

PL12-01-17 Be it Resolved that the Hasbrouck Heights Board of Education approve first/second reading of the following new or revised policies/regulations/exhibits or by laws, attached to the minutes: **(Attachment H)**

Policy/Regulation #7510 Use of School Facilities (First Reading)

Policy/Regulation #4125 Employment of Support Staff Members (First Reading)

Policy/Regulation #2340 Field Trip (Second Reading)

Policy/Regulation #2624 Grading System Revised (Second Reading)