

**HASBROUCK HEIGHTS BOARD OF EDUCATION
REORGANIZATION MEETING
JANUARY 5, 2017**

The New Jersey Open Public Meeting Law was enacted to insure the right of 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 December 19, 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.
(Read by Mrs. Messery)**

1. Meeting called to order by **Board Secretary** at _____.
2. Roll call of continuing members and salute to the flag by **Mrs. Messery**.

Roll Call:

Mr. Alan Baker	Mrs. Debra Bruno	Mrs. Constance Doheny
Mr. Robert LaMorte	Mr. Robert Salerno	Mr. Joseph Samperi

3. **Mrs. Messery** administers required Oath of Office to three (3) elected members.

Mrs. Patricia Caruso
Mr. Robert Faussette
Mr. Joseph Rinke
4. New Jersey School Board Members Code of Ethics read by **Board Members** and request made to adopt it via **motion/second**.
5. **Mrs. Messery**, School Board Secretary, shall act as temporary Chairperson and request **nominations** for Presidency.
6. **Mrs. Messery** requests **motion/second** to close nominations for President.
7. **Motion/second** to **appoint** _____ as President of the Board of Education.
8. Mrs. Messery requests **nominations** for Vice President.
9. **Mrs. Messery** requests **motion/second** to close nominations for Vice President.
10. **Motion/second** to **appoint** _____ as Vice President of the Board of Education.

11. New Business

Consent Agenda Resolutions Moved by: _____

RESOLUTIONS:

REORGANIZATION

- R1-01-17 Be it Resolved that in compliance with the Open Public Meeting Act, P.L. 1975, the public meetings of the Hasbrouck Heights Board of Education for January 2017 through December 2017 are hereby set down and will be held as follows:

In the Board Office Conference Room, 379 Boulevard, commencing at 6:00 p.m. and normally be confined to a work session. Public discussion at these meetings will not be permitted. The second meeting will be an action session and will be held in the MS/HS Auditorium, 365 Boulevard, commencing at 8:00 p.m. Public discussion will be invited at the action session meetings. Notice of the aforesaid meetings and of all other public meetings hereafter scheduled, where revised or additional meeting dates, shall be given in accordance with the terms of the Open Public Meetings Act by posting said notice in the Administration Building by filing with the Borough Clerk and furnishing to The Record or the The Observer, which newspapers are hereby designated as having the likelihood of informing the public of such meetings. **(Attachment A)**

Any person who requests that individual notices of meetings be mailed to him or her shall prepay to the School Business Administrator of the Hasbrouck Heights Board of Education, the sum of \$.50 cents for each notice requested, to cover the cost of preparing and mailing same. Request for individual notices made by the media shall be granted without cost.

This resolution shall take effect immediately and shall be subject to superseding resolutions by the public body.

- R1-02-17 Be it Resolved that The Observer, Hasbrouck Heights, NJ and The Record, Hackensack, NJ be designated as official newspapers of the Board of Education.

- R1-03-17 Be it Resolved that the following are hereby authorized to sign for and on behalf of the Hasbrouck Heights Board of Education, any and all checks, drafts, or other orders with respect to any funds at any time to the credit of this Board with the depositories and/or against any accounts of this Board maintained at any time with the depositories, inclusive of any such checks, drafts, or other orders drawn to cash or bearer or in favor of any of the below designated officers and/or other persons, firms or corporations, and that the depositories be and hereby are authorized without further inquiry, (a) to pay the same to the debit of any accounts of this Board then maintained with them, (b) to receive for deposit to the credit of this Board, and/or for collection for the account of this Board, any and all checks, drafts, notices or other instruments for the payment of money, whether

or not endorsed by this Board, which may be received for it for such deposit and/or collection, it being understood that each item shall be deemed to have been unqualifiedly endorsed by this Board, and (c) to receive, as the act of this Board, reconcilements of accounts when signed by any one or more of the below designated officers and/or persons:

General Fund – 1028847

Any three of the following:

Superintendent of Schools

School Business Administrator/Board Secretary

President of the Board or in their absence, the Vice President of the Board

Payroll Account -1028855

Any two of the following:

Superintendent of Schools

School Business Administrator/Board Secretary

Or in their absence, the President of the Board

Agency Account – 1028863

Any two of the following:

Superintendent of Schools

School Business Administrator/Board Secretary

Or in their absence, the President of the Board

Food Account – 41341430

Any three of the following:

Superintendent of Schools

School Business Administrator/Board Secretary

President of the Board or in their absence, the Vice President of the Board

Construction Account – 41341406

Any three of the following:

Superintendent of Schools

School Business Administrator/Board Secretary

President of the Board or in their absence, the Vice President of the Board

Unemployment Account - 41486455

Any three of the following:

Superintendent of Schools

School Business Administrator/Board Secretary

President of the Board or in their absence, the Vice President of the Board

Summer Pay Escrow Account – 41346181

Any three of the following:

Superintendent of Schools

School Business Administrator/Board Secretary
President of the Board or in their absence, the Vice President of the Board

Flexible Spending Account – 41486625

Any three of the following:

Superintendent of Schools

School Business Administrator/Board Secretary

President of the Board or in their absence, the Vice President of the Board

HS Athletic Fund – 1028952

Any two of the following:

Athletic Director

Principal

Vice Principal

MS/HS Student Activities Account – 1028869

(2 signatures)

Business Administrator

Assistant to the Business Administrator

Euclid School Activities Account – 1028928

(2 signatures)

Business Administrator

Assistant to the Business Administrator

Lincoln School Activities Account – 1028901

(2 signatures)

Business Administrator

Assistant to the Business Administrator

SPECIAL EDUCATION

S1-01-17A 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:

Settlement agreement – parent transportation contract for student #286.

POLICY

PL1-01-17A 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 B)**

Policy/Regulation #3130.1 Assignment and Transfer: Conflicts of Interest – Teaching Staff Members **(First Reading)**

Policy/Regulation #4130.1 Assignment and Transfer: Conflicts of Interest – Support Staff **(First Reading)**

12. Public Comments

13. Adjournment

**HASBROUCK HEIGHTS BOARD OF EDUCATION
379 BOULEVARD
HASBROUCK HEIGHTS, NEW JERSEY 07604**

PUBLIC NOTICE

In accordance with the provisions of the New Jersey Open Public Meetings Act, the Hasbrouck Heights Board of Education hereby gives notice of the following meetings:

<u>2017</u>	<u>Work Sessions</u>	<u>Regular Meetings</u>
January	January 25, 2017 Wednesday	January 25, 2017 Wednesday
February	February 16, 2017 Thursday	February 16, 2017 Thursday
March	March 23, 2017 Thursday	March 23, 2017 Thursday
April	April 27, 2017 Thursday	April 27, 2017 Thursday
May	May 25, 2017 Thursday	May 25, 2017 Thursday
June	June 22, 2017 Thursday	June 22, 2017 Thursday
July	July 27, 2017 Thursday	July 27, 2017 Thursday
August	August 24, 2017 Thursday	August 24, 2017 Thursday
September	September 28, 2017 Thursday	September 28, 2017 Thursday
October	October 26, 2017 Thursday	October 26, 2017 Thursday
November	November 16, 2017 Thursday	November 16, 2017 Thursday
December	December 14, 2017 Thursday	December 14, 2017 Thursday

Work Sessions to be held at 6:00 pm in the Board Office Conference Room, 379 Boulevard and Regular Meetings to be held at 8:00 pm in the MS/HS Auditorium, 365 Boulevard, Hasbrouck Heights, New Jersey.

Any Special Meeting deemed necessary by the Board of Education will be noticed individually and according to law.

Dina Messery
Board Secretary

Dated: 1/5/17

Posted at the Hasbrouck Heights Municipal Building, Hasbrouck Heights Board Office, Euclid Elementary School, Lincoln Elementary School, Hasbrouck Heights HS/MS with notice sent to The Observer and the Record.

Schedule of 2017 Committee and Public Board Meetings

Work sessions begin at 6pm in the HHBOE Conference Room

Public Meetings begin at 8:00 pm in the MS/HS Auditorium

Reorganization Meeting: January 5, 2017

January 25, 2017

February 16, 2017

March 23, 2017

April 27, 2017

May 25, 2017

June 22, 2017

July 27, 2017

August 24, 2017

September 28, 2017

October 26, 2017

November 16, 2017

December 14, 2017

Schedule for Committee Meetings

Committee meetings begin at 5:00 pm in the HHBOE Conference Room

January 18, 2017	Recreation, Facilities, Technology, Policy, Education, Spec Ed, Finance/Personnel
February 8, 2017	Recreation, Facilities, Technology, Policy, Education, Spec Ed, Finance/Personnel
March 15, 2017	Recreation, Facilities, Technology, Policy, Education, Spec Ed, Finance/Personnel
April 12, 2017	Recreation, Facilities, Technology, Policy, Education, Spec Ed, Finance/Personnel
May 16, 2017	Recreation, Facilities, Technology, Policy, Education, Spec Ed, Finance/Personnel
June 14, 2017	Recreation, Facilities, Technology, Policy, Education, Spec Ed, Finance/Personnel
July 19, 2017	Recreation, Facilities, Technology, Policy, Education, Spec Ed, Finance/Personnel
August 16, 2017	Recreation, Facilities, Technology, Policy, Education, Spec Ed, Finance/Personnel
September 20, 2017	Recreation, Facilities, Technology, Policy, Education, Spec Ed, Finance/Personnel
October 18, 2017	Recreation, Facilities, Technology, Policy, Education, Spec Ed, Finance/Personnel
November 16, 2017	Recreation, Facilities, Technology, Policy, Education, Spec Ed, Finance/Personnel
December 6, 2017	Recreation, Facilities, Technology, Policy, Education, Spec Ed, Finance/Personnel

Hasbrouck Heights Board of Education

District Policy

3130.1- ASSIGNMENT AND TRANSFER: CONFLICTS OF INTEREST

Section: Teaching Staff Members
Date Created: January, 2016
Date Edited:

The Board of Education recognizes that allowing a teaching staff member to supervise or instruct their own child may create a conflict of interest. In order to avoid same, teaching staff members shall be prohibited from serving as their own child's instructor, or otherwise supervising their child during the course of the regular school day. Where a teaching staff member has been assigned to instruct their own child, same shall constitute good cause for the building principal or Superintendent to initiate either an intra-school or inter-school transfer pursuant to Board Policy 3130.

First Reading: January 5, 2017

Hasbrouck Heights Board of Education

District Policy

4130.1- ASSIGNMENT AND TRANSFER: CONFLICTS OF INTEREST

Section: Support Staff

Date Created: January, 2016

Date Edited:

The Board of Education recognizes that allowing support staff to supervise their own child may create a conflict of interest. In order to avoid same, support staff shall be prohibited from serving as their own child's paraprofessional, classroom aide, or one-to-one aide. Individuals currently in such positions will be allowed to continue until a change is deemed necessary.

First Reading: January 5, 2017