HASBROUCK HEIGHTS BOARD OF EDUCATION REGULAR MEETING MINUTES WEDNESDAY, JANUARY 24, 2018

A regular meeting of the Board of Education was held on Wednesday, January 24, 2018, in the High School Auditorium, 365 Boulevard, Hasbrouck Heights, New Jersey. The meeting was called to order at 8:05 p.m. by President, Mrs. Caurso.

Mrs. Caruso read the following statement:

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 notices of this meeting to be given to the public and the press on January 3, 2018.

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,

Roll call was taken by Dina Messery, School Business Administrator/Board Secretary, and the following members responded to their names:

Roll Call:

Mr. Baker Mrs. Ferdinand Mr. Rinke-absent

Mrs. Caruso Mr. Faussette Ms. Russo Mrs. Doheny Mrs. Murray Mr. Salerno

Also Present: Dr. Helfant, Mrs. Messery, Ms. Kleen

Mrs. Caruso led the Board in the flag salute.

Approximately 35 people in attendance.

<u>Approval of Minutes - 12/14/17, 1/3/18</u>

(On file in the business office) – moved by Mrs. Doheny, seconded by Mr. Baker

Roll Call:

Ayes: Mr. Baker, Mrs. Caruso, Mrs. Doheny, Mrs. Ferdinand,

Mr. Faussette, Mrs. Murray, Ms. Russo, Mr. Salerno

Abstains: None
Nays: None
Absent: Mr. Rinke

Minutes Approved

Presentations:

Dr. Helfant along with the Board recognized and honored the football on their championship season.

Public Discussion on Agenda Resolutions: None

Mrs. Caruso read the following statement:

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.

Correspondence/Report of School Business Administrator/Board Secretary:

None

Report of the Board President:

Mrs. Caruso reminded everyone that the middle school play, "Extra, Extra" will be held on February 8th and 9th. She also stated that the middle school spelling bee will be held tomorrow night, January 25th, in the auditorium.

<u>Report of the Superintendent</u>:

Dr. Helfant reported the following:

- 1. The school report card was emailed to the parents.
- 2. The district benchmark programs are being utilized at all schools.
- 3. The QSAC equivalency application will be submitted to the state.
- 4. Heating issues at the schools regarding low room temperatures have been resolved.
- 5. The current budget is line with spending.

<u>Committee Reports</u> – (On file in the business office) Suspended for this meeting.

Education Committee
Special Education Committee
Technology Committee
Facilities Committee
Recreation Committee
Policy Committee

Labor Relations/Negotiations Committee – None

NJ/BCSBA - None

Borough Council Liaison - None

Faculty Liaison - None

PTA Liaison

Lincoln school PTA update was given.

AWARDS/PRESENTATIONS:

None

EDUCATION COMMITTEE:

RESOLUTIONS:

The following resolutions were moved by C. Doheny, seconded by R. Salerno,

E01-01-18 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2017 – 2018 school year:

Accept Monthly Discipline Report

E01-02-18 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2017 – 2018 school year:

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

2018 - HS - 0

2018 - MS - 0

2018 - LS - 0

2018 - ES - 0

Listed above are the number of investigations from December 14, 2017

E01-03-18 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2017-2018 school year:

The monthly district calendar

E01-04-18 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following workshops for the 2017-2018 school year:

1/9/18-C. Capozzi, E. Oettinger, K. Caputo- NJECC conference - MSU - Montclair, NJ @ \$125/each

3/14/18 – M. Philp, P. Lambe, L. Palladino – The Role of the School Climate Team – NJ Law Center – New Brunswick, NJ @ no cost to district

2/1/18 – L. McGinty, M. Sicilian, J. Muska, W. Thorne, K. MacDonald, & T. Kida – Interdisciplinary Assessments that Integrate Themes in the SS and ELA Curricula – Ridgewood, NJ @ no cost to district

3/21/18 – M. Warren – NJ Council for the Social Studies – New Brunswick, NJ @ no cost to district

12/13/17 – N. DeBonis – PRISM –Montclair, NJ @ \$30 cost to district 2/26/18 – K. Kane – Best Current Practices for School Medical Emergencies – Bureau of Education and Research – Newark, NJ @ \$259 cost to district 3/15/18 – C. Cassidy & L. McGinty – NJ Council for social studies – Rutgers – New Brunswick, NJ @ no cost to district 12/21/17, 1/19/18, 2/17/18, & 5/11/18 – V. DePalma - Lead Teacher Reading and Writing Project – NYC – part of reader's writer's contract 10/18/17, 11/14/17, 1/31/18, 3/28/18 & 5/17/18 – D. Reynolds lead Teacher Reading and Writing – NYC – part of reader's writer's contract

2/2/18 – M. Sickels, D. Incognito, J. Gallucci, E. Oettinger, D. Robertson - Preparing Students for SBAC & PARCC – total cost \$350

E01-05-18 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following programs for the 2017 – 2018 school year:

February 2018 – Dr. Gorkowitz, Bodenstein & Mason for dental lessons and screenings – ES & LS

February $2018-ES\ 5^{th}$ grade students to participate in "Hands Only CPR" sponsored by Hackensack Hospital

2/26/18 - 3/2/18 – Read Across America activities and author visits by D. Nelson & K. DiMario

E01-06-18 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following services for the 2017 – 2018 school year:

Care Plus evaluations for Student #1001611 & 1001254 @ a cost of \$200 per student

E01-07-18 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2017 – 2018 school year:

M. Stillman's 6^{th} grade Honors Social Study class to get book published by Amazon @ no cost to district

Roll Call:

Ayes: Mr. Baker, Mrs. Caruso, Mrs. Doheny, Mrs. Ferdinand,

Mr. Faussette, Mrs. Murray, Ms. Russo, Mr. Salerno

Abstains: None
Nays: None
Absent: Mr. Rinke
Resolutions Approved

SPECIAL EDUCATION COMMITTEE:

RESOLUTIONS:

The following resolutions were moved by N. Russo, seconded by R. Salerno,

S01-01-18 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following contracted service providers for the 2017 – 2018 school year:

Dr. E. Platt - psychiatric services (Attachment A)

Dr. B. Fennelly – psychiatric services (Attachment B)

Region V – School Psychologist to cover case management at HHHS beginning 1/4/18 to 3/12/18 @ \$70/hr plus 7% region V fee for 5 hours per day maximum up to four days a week maximum

S01-02-18 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2017 – 2018 school year:

Student #5965 – Eastwick College shared time program @ \$55/day starting 12/18/17 to the end of the school year

S01-03-18 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following Special Services for the 2017 – 2018 school year:

Student #1001705 – home instruction @ 5 hrs/wk plus prep for Spanish, English, Modern US History, Algebra, and Informal Math starting 12/15/17 Student #1001723 – Neurological evaluation @ \$500 – Dr. Ladak Student #1001723 – OT Evaluation @ \$300 – CCL Therapy Student #123 – 1:1 para one night per week @ BCC approximately 4.5 hrs each week 9/17/17 – 6/18

S01-04-18 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2018 – 2019 school year:

ESY dates for 2018 - 2019 school year from July 05, 2018 to July 31, 2018 from 8:30 am to 12:30 pm

Roll Call:

Ayes: Mr. Baker, Mrs. Caruso, Mrs. Doheny, Mrs. Ferdinand,

Mr. Faussette, Mrs. Murray, Ms. Russo, Mr. Salerno

Abstains: None
Nays: None
Absent: Mr. Rinke
Resolutions Approved

TECHNOLOGY COMMITTEE:

RESOLUTIONS:

None

FACILITIES COMMITTEE:

RESOLUTIONS:

The following resolutions were moved by A. Baker, seconded by R. Salerno,

B01-01-18 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2017 – 2018 school year:

Facilities Use (Attachment C)

Roll Call:

Ayes: Mr. Baker, Mrs. Caruso, Mrs. Doheny, Mrs. Ferdinand,

Mr. Faussette, Mrs. Murray, Ms. Russo, Mr. Salerno

Abstains: None
Nays: None
Absent: Mr. Rinke
Resolution Approved

RECREATION COMMITTEE:

RESOLUTIONS:

The following resolutions were moved by R. Salerno seconded by N. Russo,

R01-01-18 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2017-2018 school year:

District Field Trip Calendar

R01-02-18 Be it Resolved that upon the recommendation of the Superintendent of the Schools the Hasbrouck Heights Board of Education approve the following fundraiser for the 2017-2018 school year:

April 2018 – Key Club and Sophomore Class – Krispy Kreme Donut sale – K. MacDonald

R01-03-18 Be it Resolved that upon the recommendation of the Superintendent of the Schools the Hasbrouck Heights Board of Education approve the following workshops for the 2017-2018 school year:

2/1/18 – M. Scuilla – LTC 502A Athletic Administration: Principles, Strategies and Methods – North Haledon, NJ @\$135 cost to district

Roll Call:

Ayes: Mr. Baker, Mrs. Caruso, Mrs. Doheny, Mrs. Ferdinand,

Mr. Faussette, Mrs. Murray, Ms. Russo, Mr. Salerno

Abstains: None
Nays: None
Absent: Mr. Rinke
Resolutions Approved

FINANCE COMMITTEE:

RESOLUTIONS:

The following resolutions were moved by R. Faussette, seconded by N. Russo,

- F01-01-18 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.
- F01-02-18 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 December 2017 in the amount of \$1,823,955.53 and that the President of the Board and the School Business Administrator are hereby authorized to sign warrants up to and including the above.
- F01-03-18 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 January 2018 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.
- F01-04-18 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 January 2018.
- F01-05-18 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2017-2018 school year:

| Bills List for the month of | | November 2017 |
|-----------------------------|------------------|----------------|
| Fund 10 | General Fund | \$2,854,357.83 |
| Fund 20 | Special Revenue | \$ 91,981.86 |
| Fund 30 | Capital Projects | \$ 161,096.00 |
| Fund 40 | Debt Service | \$ 0.00 |
| Fund 60 | Enterprise | \$ 87,746.51 |
| Fund 95 | Student Activity | \$ 5,891.54 |
| Total | | \$3,201,073.74 |
| Fund 10 | Voided Checks | \$ 39,845.25 |
| Fund 30 | Voided Checks | \$ 151,725.00 |
| (Attachment | (D) | |

F01-06-18 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 November 2017 (Attachment E)

F01-07-18 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2017 – 2018 school year:

Approve the monthly line item transfers for November 2017 (**Attachment F**)

F01-08-18 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following purchases for the 2017-2018 school year:

Approve Purchases:

3 quotes attached:

P. O. #801493 – Challenger Fence for Paterson Avenue @ \$1100

P. O. #801497 – Al's Backstreet Collision – repairs to pick up @ \$1455.20

P. O. #801496 - CJ Vanderbeck - LS heating repairs @ \$2670

Ed Data Bid

P. O. #801495 – GL Group -Asbestos Removal – Ed Data #6857 @ \$1200 P. O. #801489 – CJ Vanderbeck – pipe repairs – Franklin Gym – ED Data #8523 @ \$1125

F01-09-18 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following purchase for the 2017-2018 school year:

Approve the following purchase per NJ18A:18A:10 State Contract #NCPA Contract #01-44 P. O. #801390 – Gov Connection @ \$1880.56 – Technology Supplies

NJ Coop #65 MCESCCPS-ESCNJ 16/17-15
P. O. #801391 – Keyboard Consultant, Inc – Technology Supplies @ \$2657

F01-10-18 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2017-2018 school year:

Change Order #2 – ES Mechanical Upgrade Project #2080-060-14-1002 @ \$24,871.95

Revised contract amount - \$550,471.95

F01-11-18 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2017-2018 school year:

Engineering Services – EI Associates @ \$49,000 for Clock, Intercom & Security upgrades

Roll Call:

Ayes: Mr. Baker, Mrs. Caruso, Mrs. Doheny, Mrs. Ferdinand,

Mr. Faussette, Mrs. Murray, Ms. Russo, Mr. Salerno

Abstains: None
Nays: None
Absent: Mr. Rinke
Resolutions Approved

PERSONNEL

RESOLUTIONS:

The following resolutions were moved by R. Faussette, seconded by N. Russo,

P01-01-18 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2017-2018 school year:

Retirements:

L. Czekaj – effective 7/1/18 C. Rau – effective 7/1/18

P01-02-18 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2017-2018 school year:

Leave of Absence:

Amend P11-01-18 – Employee ID #0281 – paid maternity sick leave beginning 12/15/17

Employee #0123 – paid maternity leave from 3/12/18 - 5/11/18 and unpaid FMLA from 5/14/18 - 6/15/18

P01-03-18 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2017-2018 school year:

Home Instruction @ \$40/hr

Student #1001705 - effective 12/15/17

M. Binazeski – Spanish @ 1 hr/wk plus prep

C. Cassidy - English 10 @ 1hr/wk plus prep and Modern US History @ 1 hr/wk plus prep

F. Avella – Algebra I @ 1 hr/wk plus prep and Informal Math @ 1 hr/wk plus prep

P01-04-18 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 2017 – 2018 school year:

3/3/18 – 5/1/18 – J. Markovich – Felician – Junior Experience at ES with J. Mansfield

P01-05-18 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2017-2018 school year:

Extra Pay:

E. Dolan for student #123 - 1:1 para @ 4.5 hrs approximately for one night a week to BCC @ \$20.44/hr

M. Garden - para during the HS play practices and show beginning Jan 2018 through March 2018 @ 20.44/hr for a maximum not to exceed 80 hrs.

M. Kistner – para for HS play during performances and after party @ \$20.44/hr not to exceed 30 hrs

P01-06-18 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2017-2018 school year:

Coaches:

Rescind Resolution P06-07-17 for V. McCue as assistant tennis coach and appoint W. Thorne @ step 4 @ \$4125

P01-07-18 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 2017 – 2018 school year:

Volunteers:

B. Iribarne, I. Zellman, Z. Lee, C. LaBianco* for baseball season *pending receipt of all paperwork

P01-08-18 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2017-2018 school year:

Leave Replacement Teacher:

Rescind P01-02-18 - K. Presutti - ES - Spec Ed

P01-09-18 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2017-2018 school year:

Substitute Teachers:

E. Dammann (s) \$16/hr*

A. Semyonova (c) \$15/hr

*Pending receipt of paperwork

P01-10-18 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2017-2018 school year:

School Secretary and Data Systems Coordinator annual evaluation forms (Attachment G)

P01-11-18 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2017-2018 school year:

Transfer:

T. Dilascio from Title I to MS LA teacher replacement for L.Cintron

P01-12-18 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2017-2018 school year:

Certified:

L. Brancato from PT Title I teacher to Full Time Title I Basic Skills @ BA Step I @ \$50,030 plus benefits pro-rated from 1/25/18 Acct #20-231-100-101-02 @ 40% and Acct #20-231-100-101-03 @ 60%

L. Lord – PT Title I Basic Skills at HS – BA Step 1 (.6 X \$50,030 = \$30,018) Effective 1/25/18 Acct #20-231-100-101-02

P01-13-18 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2017-2018 school year:

Resignation of L. Lord as paraprofessional effective 1/24/18

Roll Call:

Ayes: Mr. Baker, Mrs. Caruso, Mrs. Doheny, Mrs. Ferdinand,

Mr. Faussette, Mrs. Murray, Ms. Russo, Mr. Salerno

Abstains: None
Nays: None
Absent: Mr. Rinke
Resolutions Approved

POLICY

RESOLUTIONS:

The following resolutions were moved by C. Doheny, seconded by R. Salerno,

PL01-01-18 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 #5600 – Code of Conduct (**First Reading**)

Policy/Regulation #2624.1 – HS/AP Requirements (**First Reading**)

Policy/Regulation #4437 – Support Staff Military Leave (**First Reading**)

Policy/Regulation #3437 – Teaching Staff Military Leave (First Reading)

Policy/Regulation~#R7441-Electronic~Surveillance~In~School~Buildings~and~On~

School Grounds (First Reading)

Policy/Regulation~#7441-Electronic~Surveillance~In~School~Buildings~and~On

School Grounds (First Reading)

Bylaw #0169.02 Board member Use of Social Networks (First Reading)

Policy/Regulation #7425 – Lead Testing of Water In Schools (First Reading)

Policy/Regulation #5516.01 – Student Tracking Devices (First Reading)

Policy/Regulation #R5460.1 – High School Transcripts (First Reading)

Policy/Regulation #7440 – School District Security (**First Reading**)

Policy/Regulation #R7440 - School District Security (First Reading)

Policy/Regulation #8630 Bus Driver/Bus Aide Responsibility (First Reading)

Policy/Regulation #R8630 Bus Driver/Bus Aide Responsibility (First Reading)

Policy/Regulation #9242 – Use of Electronic Signatures (**First Reading**)

Policy/Regulation #7101 – Educations Adequacy of Capital Projects (First

Reading)

Roll Call:

Ayes: Mr. Baker, Mrs. Caruso, Mrs. Doheny, Mrs. Ferdinand,

Mr. Faussette, Mrs. Murray, Ms. Russo, Mr. Salerno

Abstains: None
Nays: None
Absent: Mr. Rinke
Resolution Approved

OLD BUSINESS- None

NEW BUSINESS – None

OPEN PUBLIC HEARING: - None

Mrs. Caruso read the following statement:

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.

PRIVATE SESSION

Mrs. Doheny motioned, Ms. Russo seconded, to Private session @ 8:25 p.m. – Personnel and legal matters

PS01-02-18 Whereas, in accordance with provisions of the New Jersey Open Public Meetings Act, the Hasbrouck Heights Board of Education wishes to meet in Private Session for the purposes of discussing matters of confidential nature relating to personnel and legal matters.

Now, Therefore Be it Resolved, that the Hasbrouck Heights Board of Education adjourn to private session for the purpose of discussing such matters, and

Be it Further Resolved, that the public be informed of these matters as soon as the need to remain confidential is no longer necessary at a future date to be determined.

Returned to public 9:02 pm.

Meeting adjourned at 9:02 p.m. Moved by Mr. Salerno, seconded by Mr. Faussette All in favor

Respectfully submitted,

Dina Messery School Business Administrator/Board Secretary