

**HASBROUCK HEIGHTS BOARD OF EDUCATION
REORGANIZATION MEETING MINUTES
JANUARY 3, 2018**

The reorganization meeting of the Board of Education was held on Wednesday, January 3, 2018, in the Middle/High School Auditorium, 365 Boulevard, Hasbrouck Heights, New Jersey. The meeting was called to order at 6:05 p.m. by Board Secretary, Mrs. Messery.

Mrs. Messery 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 notice of this meeting to be given to the public and the press on December 22, 2017.

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.

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

Roll Call:

Mr. Baker	Mr. Faussette
Mrs. Caruso	Mr. Rinke
Mr. Doheny	

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

Mrs. Messery led the Board in the flag salute.

Approximately 17 people in attendance.

1. Mrs. Messery administered required Oath of Office to four (4) elected members.

Mrs. Nicole Campbell Russo
Mrs. Cara Capasso-Murray
Mrs. Jillian Ferdinand
Mr. Robert Salerno

2. The Board Members read the New Jersey School Board Members Code of Ethics and Mrs. Messery requested a motion to adopt it.

Moved by Mrs. Doheny, seconded by Mr. Rinke

Roll Call:

Ayes: Mr. Baker, Mrs. Campbell Russo, Mrs. Caruso,
Mrs. Capasso – Murray, Mrs. Doheny, Mr. Faussette,
Mrs. Ferdinand, Mr. Rinke, Mr. Salerno

Nays: None

Absent: None Abstain: None

Code of Ethics Adopted

3. Mrs. Messery, School Board Secretary, acted as temporary Chairperson and requested nominations for Presidency.

Patricia Caruso was nominated for President by Constance Doheny, seconded by Robert Salerno.

No other nominations were made, the process was closed and roll call taken.

Roll Call:

Ayes: Mr. Baker, Mrs. Campbell Russo, Mrs. Caruso,
Mrs. Capasso – Murray, Mrs. Doheny, Mr. Faussette,
Mrs. Ferdinand, Mr. Rinke, Mr. Salerno

Nays: None

Absent: None Abstain: None

Mrs. Caruso is appointed as President of the Board of Education.

4. Mrs. Messery requested nominations for Vice President.

Alan Baker was nominated for Vice President by Robert Salerno, seconded by Joseph Rinke. No other nominations were made, the process was closed and roll call taken.

Roll Call:

Ayes: Mr. Baker, Mrs. Campbell Russo, Mrs. Caruso,
Mrs. Capasso – Murray, Mrs. Doheny, Mr. Faussette,
Mrs. Ferdinand, Mr. Rinke, Mr. Salerno

Nays: None

Absent: None Abstain: None

Mr. Baker is appointed as Vice President of the Board of Education.

5. New Business :

Resolutions:

Consent Agenda Resolutions Moved by Mrs. Doheny, seconded by Mr. Rinke

REORGANIZATION

R1-01-18 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 2018 through December 2018 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.

R1-02-18 Be it Resolved that The Record, Hackensack, NJ be designated as official newspaper of the Board of Education.

R1-03-18 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

EDUCATION

E01-01-18A 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:

Appoint Dr. Matthew Helfant as the Hasbrouck Heights School Safety Specialist as required by state law (P.L. 2017 c162)

PERSONNEL

P1-01-18A 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*:

P. Laski @ \$15/hr

M. Sanchez @ \$16/hr

*Pending receipt of paperwork

P1-02-18A 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:

Employee #0041 – unpaid leave – 1/8/18 thru 6/30/18.

P1-03-18A 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:

Amend resolution P07-13-18:

K. Doyle – Aviator Pod Cast - \$807

P1-04-18A 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:

G. Mihalitsianos - \$75,528 effective 1/1/18

Roll Call:

Ayes: Mr. Baker, Mrs. Campbell Russo, Mrs. Caruso,
Mrs. Capasso – Murray, Mrs. Doheny, Mr. Faussette,
Mrs. Ferdinand, Mr. Rinke, Mr. Salerno

Nays: None

Absent:None Abstain: None

Resolutions Approved

6. Public Comments: None

7. Adjournment @ 6:15 p.m., moved by Mr. Salerno, seconded by Mrs. Doheny.
All in favor.

Respectfully submitted,

Dina Messery
School Business Administrator/Board Secretary