

**HASBROUCK HEIGHTS BOARD OF EDUCATION
REGULAR MEETING MINUTES
THURSDAY, AUGUST 25, 2011**

A regular meeting of the Board of Education was held on Thursday, August 25, 2011, in the Middle/High School library, 365 Boulevard, Hasbrouck Heights, New Jersey. The meeting was called to order at 8:15 p.m. by President, Mrs. Ciocia.

Mrs. Ciocia read the following statement:

“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 5/9/11.”

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

Roll Call:

Ms. Bruno - absent	Mr. Rinke
Mrs. Ciocia	Mrs. Romano
Mrs. Doheny-absent	Mr. Salerno
Mr. Giarratana-absent	Mr. Samperi-absent
Mr. Nazzaro	

Also Present: Dr. Porto, Mrs. Messery

Mrs. Ciocia led the Board in the flag salute.

Approximately 25 people in attendance.

Private Session - None

Approval of Minutes - None
(On file in the business office)

Presentations -None

Public Discussion on Agenda Resolutions – None

This portion of the meeting is open to the citizens of Hasbrouck Heights. Residents are to state their names, addresses and subject matter. Comments may be limited to three minutes per person. 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 Board 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. Ciocia hoped everyone had an enjoyable summer and she is looking forward to the new school year. She would like to thank all of the staff in advance for the wonderful job they do our students.

Report of the Student Representatives-None

Report of the Superintendent –

Dr. Porto thanked all of our custodial staff for their hard work. Genesis is up and running. There will be a parent genesis meeting on August 31st.

Committee Reports – On file in the Business Office

Education Committee

Special Education Committee

Technology Committee

Facilities Committee

Recreation Committee

Finance Committee

Policy Committee

Labor Relations/Negotiations Committee – None

NJ/BCSBA – None

Borough Council Liaison :

Mr. Nazzaro inquired about the fence at Depken. They have received quotes but currently they are focusing on the 9/11 Memorial. The boro inquired about signs on the field for revenue.

Faculty Liaison – None

PTA Liaison- None

EDUCATION COMMITTEE:

RESOLUTIONS:

The following resolutions were moved by J. Rinke, seconded by R. Salerno,

E08-01-12 Be it Resolved that the Hasbrouck Heights Board of Education approve the following for the 2011-2012 school year: **(Attachment A)**

Job description for Elementary Reading Clinic Teacher
Job description for Math, Science Supervisor K-12

E08-02-12 Be it Resolved that the Hasbrouck Heights Board of Education approve the following workshops for the 2011-2012 school year:

9/21/11 – E. LaTorre – “Assessing the Common Core” – Lawrenceville, NJ @ \$100

8/25/11 – M. Porto – NCLB Consolidated Formula Sub Grant Application Technical Assistance – Hackensack, NJ @ no cost to district

E08-03-12 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)

Exhibit #5131.2 Harassment, Intimidation, Bullying Report (First Reading)
Policy/Regulatoin #5600 – Pupil Discipline/Code of Conduct (Second Reading)
Policy #5350 – Pupil Suicide Prevention (Second Reading)
Policy #3125.2 – Employment of Substitute Teachers (Second Reading)
Policy #0144 – Board Members Orientation & Training (Second Reading)
Policy #5512 – Harassment, Intimidation, & Bullying (Second Reading)
Regulation #8461 – Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, And Other Drug Abuse (Second Reading)

E08-04-12 Be it Resolved that the Hasbrouck Heights Board of Education approve the following for the 2011-2012 school year:

Amend Resolution #E06-06-11 to amend the list of graduates to include MW

- E08-05-12 Be it Resolved that the Hasbrouck Heights Board of Education approve the following programs for the 2011 – 2012 school year:
- 10/18/11 – Ryan’s Story presentation for HS/MS paid for by the PTSA
 Suspension Alternative Program with BCSSSD @ a cost of \$500
 Hospital Instruction Services with BCSS @ \$60/hr
 Lincoln Tech Automotive Program as P/T HS program for juniors and seniors @ a cost of \$6,000 plus transportation Coop with SBJC
- E08-06-12 Be it Resolved that the Hasbrouck Heights Board of Education approve the following for the 2011-2012 school year:
- Annual Meeting between Education & Law Enforcement Officials Update to Uniform Memorandum of Agreement (MOA)
- E08-07-12 Be it Resolved that the Hasbrouck Heights Board of Education approve the following for the 2011-2012 school year:
- M.Wojcik – Scheduling Consultant from October 2011 – May 2012 @ \$750/day not to exceed \$2250

Roll Call:

- Ayes: Mrs. Ciocia, Mr. Nazzaro, Mrs. Romano, Mr. Rinke,
 Mr. Salerno
- Nays: None
- Absent: Ms. Bruno, Mrs.Doheny, Mr. Giarratana, Mr. Samperi
- Abstain: None

Resolution s Approved

SPECIAL EDUCATION COMMITTEE:

RESOLUTIONS:

The following resolutions were moved by L. Romano, seconded by J.Rinke

S08-01-12 Be it Resolved that the Hasbrouck Heights Board of Education approve the following special services for the 2011 – 2012 school year:

- Student #0000552 – Neurological Evaluation @ \$450.00
- Student #00020241 – Continued parent training – not to exceed 10 hrs per year @ \$68/hr beginning 9/20/11
- Student #0000607 – OT & PT evaluations @ \$300 per evaluation for a total of \$600
- Student #00010512 – PT services – 5 X per week @ \$80/hr – M. Herz - PT
- Student #99990004 – PT services - 3 X per week @ \$80/hr – M. Herz - PT
- Student #00020287 – PT Services - 4 hrs per week @ \$100/hr- M. Herz – PT
- Student #00020287 – PT Services – make up hours @ \$120 /hr – J. Harvey - PT
- Student #5374 – Home based program (ABA) @ 5 hrs/week beginning 9/7/11 – 6/30/12
- Student #00010962 – PT services from 7/5/11 – 6/25/12 – 2 times per week @ \$115/hr

S08-02-12 Be it Resolved that the Hasbrouck Heights Board of Education approve the following special services for the 2011 – 2012 school year:

- Student #0000286 Home Program @ \$130 and \$200 per hour
- Contract with Garden Academy for up to 12 hours of home ABA Services @ \$40/hr plus 1 hr prep for every 4 hrs worked

Roll Call:

- Ayes: Mrs. Ciocia, Mr. Nazzaro, Mrs. Romano, Mr. Rinke, Mr. Salerno
- Nays: None
- Absent: Ms. Bruno, Mrs.Doheny, Mr. Giarratana, Mr. Samperi
- Abstain: None

Resolutions Approved

TECHNOLOGY COMMITTEE:

RESOLUTIONS:

None

FACILITIES COMMITTEE:

RESOLUTIONS:

The following resolutions were moved by J. Rinke, seconded by R. Salerno,

B08-02-12 Be it Resolved that the Hasbrouck Heights Board of Education approve the following for the 2011 – 2012 school year:

Facilities Use (**Attachment C**)

B08-02-12 Be it Resolved that the Hasbrouck Heights Board of Education approve the following:

Temporary instructional area at Lincoln School and approve alternate toilet facilities for Lincoln School pursuant to NJAC6A:26-6.2 (h)4ii

Roll Call:

Ayes: Mrs. Ciocia, Mr. Nazzaro, Mrs. Romano, Mr. Rinke,
Mr. Salerno

Nays: None

Absent: Ms. Bruno, Mrs. Doheny, Mr. Giarratana, Mr. Samperi

Abstain: None

Resolutions Approved

RECREATION COMMITTEE:

RESOLUTIONS:

The following resolutions were moved by J. Rinke, seconded by R. Salerno,

R08-01-12 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 D**)

Policy #5141.8 – Policy for the Prevention and Treatment of Sports – Related Concussions and Head Injuries (**second reading**)

Policy #3453 – School Activity Fund (**first reading**)

R08-02-12 Be it Resolved that the Hasbrouck Heights Board of Education approve the following fundraisers for the 2011-2012 school year:

9/2011 – Pay it Forward event for the month of September 11 @ no cost to district
9/6/11 – 9/20/11 X-country T shirt sale – M. Ryan – Advisor
10/16/11 – National Honor Society – Breast Cancer – Ridgefield Park, NJ – Amanda Kistner – Advisor
9/12/11 – 9/30/11 – National Honor Society – Heights Flash Drives – Amanda Kistner – Advisor

R08-03-12 Be it Resolved that the Hasbrouck Heights Board of Education approve the following program for the 2011-2012 school year:

Keys Pre-K before and after school program

R08-04-12 Be it Resolved that the Hasbrouck Heights Board of Education approve the following for the 2011-2012 school year:

5/30/11 – 6/1/12 – Grade 7 annual camping trip

R08-05-12 Be it Resolved that the Hasbrouck Heights Board of Education approve the following for the 2011-2012 school year:

2011 – 2012 Monthly District Calendar as it appears on the HH School District website

R08-06-12 Be it Resolved that the Hasbrouck Heights Board of Education approve the following for the 2011-2012 school year:

Donation of school supplies for grades Pre-K – 5 from the LS PTA
Donation of 6 Flat screen TV's from PTA for LS

Roll Call:

Ayes: Mrs. Ciocia, Mr. Nazzaro, Mrs. Romano, Mr. Rinke,
Mr. Salerno

Nays: None

Absent: Ms. Bruno, Mrs. Doheny, Mr. Giarratana, Mr. Samperi

Abstain: None

Resolutions Approved

FINANCE COMMITTEE:

RESOLUTIONS:

The following resolutions were moved by M. Nazzaro, seconded by R. Salerno,

F08-01-12 Be it resolved that 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.

F08-02-12 Be it Resolved that the Hasbrouck Heights Board of Education approve the actual payroll for the month of July 2011 in the amount of \$311,973.00 that the President of the Board, the School Business Administrator, and the Treasurer of School Funds be, and they hereby are, authorized to sign warrants up to and including the above.

F08-03-12 Be it Resolved that the Hasbrouck Heights Board of Education approve the estimated payroll for the month of August 2011 in the amount of \$1,300,000 and that the President of the Board, the School Business Administrator, and the Treasurer of School Funds be, and they hereby are, authorized to sign warrants up to and including the above \$1,300,000.

F08-04-12 Be it Resolved that 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 August, 2011

This motion includes the following construction projects:

- 2080-050-09-1001 MS/HS Windows
- 2080-060-09-1002 Euclid Roof
- 2080-060-09-1003 Euclid Windows
- 2080-080-09-1004 Lincoln Windows
- 2080-080-09-1005 Lincoln Roof
- 2080-050-09-1006 MS/HS Roof

F08-05-12 Be it Resolved that the Board of Education approve the following reports in accordance with NJAC 6A:23-2.11 (a) and NJAC 6A:23-2. 11 (b) which are on file in the office of the Board Secretary:

- Board Secretary's Report
- Treasurer's Report
- Monthly Fund Transfer Report
- N/A

F08-06-12 Be it Resolved that the Hasbrouck Heights Board of Education approve the following workshop for the 2011 – 2012 school year:

9/24/11 - M. Nazzaro –Intermediate Bargaining – Monroe Township, NJ @ \$125

F08-07-12 Amend Resolution #F06-09-11 to say \$13,770 for the management fee for Maschio’s Food Service as follows:

Be it Resolved that the Hasbrouck Heights Board of Education approve a one year contract with Maschio’s Food Service for the 2011 – 2012 school year. It is the intent of the Local Education Agency to aware the food service contract on a flat management fee basis. The Local Education Agency shall pay Maschio’s an annual management fee in the amount of \$13,770.00. The management fee shall be payable in ten (10) monthly

F08-08-12 Be it Resolved that the Hasbrouck Heights Board of Education approve the following children of staff members to attend Hasbrouck Heights School District for the 2011-2012 school year at a tuition rate of \$2,500 per child:

D. Cassiere – 2 children
K. Kane – 1 child
C. Miller – 1 child
K. Young – 1 child
P. Lambe – 1 child

F08-09-12 Be it Resolved that the Hasbrouck Heights Board of Education approve the following receipt of students to attend Hasbrouck Heights School District for the 2011-2012 school year from the following districts: (**Attachment E**)

Roll Call:

Ayes: Mrs. Ciocia, Mr. Nazzaro, Mrs. Romano, Mr. Rinke,
Mr. Salerno

Nays: None

Absent: Ms. Bruno, Mrs.Doheny, Mr. Giarratana, Mr. Samperi

Abstain: None

Resolutions Approved

PERSONNEL

RESOLUTIONS:

The following resolutions were moved by M. Nazzaro, seconded by J. Rinke,

P08-01-12 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 2011-2012 school year:

Extra Pay:

S. Johnson Gallo, A. Cannizzo, C. Coccaro – 1 hr each to attend two special needs children initial evaluation @\$32/hr for each student for a total of \$64 for each teacher

P08-02-12 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 2011-2012 school year:

Extra Pay:

L. Pizzute – additional evaluations – 2 @ \$400 each

S. Johnson Gallo – additional evaluations – 2 @ \$400 each

P08-03-12 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 2011-2012 school year:

Extra Pay:

L. Mansfield – Intervention Reading Program Curriculum – 10 hrs max @ \$32/hr

K. Doyle – TREPS Club for MS @ \$807 plus \$600 for supplies

P08-04-12 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 2011-2012 school year:

Eliminate the .82 secretarial position and make 1.0 secretarial position to satisfy staffing situation effective 9/1/11

P08-05-12 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 2011-2012 school year:

Non Certified:

AM/PM Keys staff and subs (**Attachment F**)

K. DiGiacinto, C. Capozzi, L. Mullins, K. Murray and M. Smentkowski as sub administrative assistants @ \$10/hr

K. DiGiacinto as Sub Para @ \$10/HR

D. VanHook – from .82 to secretary to 1.0 secretary @\$48,538 plus benefits as of 9/1/11

J. Catapane – 1:1 paraprofessional @ \$19,233/yr no benefits

V. Jaramillo – 1:1 paraprofessional @ 19,233/yr no benefits

Amend Resolution #P07-01-12 to say K. Kalliher – Social Worker

J. Dunn – AM playground supervisor for LS @ \$16.96

D. Villacampa – ES – Playground sub @ \$10/hr

K. Christensen – Sub Para @ \$10/hr

D. Balcer – Sub Para, Sub Lunch Aide @ \$10/hr

K. Cali – Sub admin assist/Lunch aide/Para @ 10/hr

C. Guerrero – Tech Assist – 150 hrs. @ 7.50/hr

P08-06-12 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 2011-2012 school year:

Leave of Absence:

Rosemarie Cristofolo – Paid sick leave from 9/7/11 – TBD (59.5 sick days and 2 personal available)

P08-07-12 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 2011-2012 school year:

Substitute Teachers:

Sub Teacher (**Attachment G**)

P08-08-12 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 2011-2012 school year:

Extra Pay:

V. Platania – home instruction for student #5374 @ 5/hrs per week @ \$40/hour

P08-09-12 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 2011-2012 school year:

Certified:

L. Mansfield – Elementary Reading Clinic Teacher at current salary

P08-10-12 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 2011-2012 school year:

Certified:

L. Colaneri – ES Kindergarten Teacher – BA Step 1 – plus benefits

P08-11-12 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 2011-2012 school year:

Certified:

R. Iarossi – Webpage Design - @ .2 of BA Step 13 (58,110 X .2 = \$11,622)

P08-12-12 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 2011-2012 school year:

Certified:

J. Mastropietro – Math/Science Supervisor K-12 @ \$86,000 effective 9/1/11

P08-13-12 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 2011-2012 school year:

Approve salary guide movement (**Attachment H**)

P08-14-12 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 2011-2012 school year:

Lunch Aides:

A. Otazu – ES Lunch Aide full time to replace R. Baherwani who resigned 8/19/11

P08-15-12 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 2011-2012 school year:

Sub Custodian:

R. Cebula Jr. @ \$15/hr

P08-16-12 Be it Resolved that the Hasbrouck Heights Board of Education approve the following for the 2011-2012 school year:

List of athletic event personnel to be paid according to event expenditure list
(Attachment I)

Roll Call:

Ayes: Mrs. Ciocia, Mr. Nazzaro, Mr. Rinke, Mr. Salerno
Mrs. Romano, P08-01-12, P08-03-12 thru P08-16-12

Nays: None

Absent: Ms. Bruno, Mrs.Doheny, Mr. Giarratana, Mr. Samperi

Abstain: Mrs. Romano – P08-02-12

Resolutions Approved : P08-01-12, P08-03-12 thru P08-16-12

Resolution **Not** Approved: P08-02-12

OLD BUSINESS-None

NEW BUSINESS

PERSONNEL

RESOLUTIONS:

The following resolutions were moved by M. Nazzaro, seconded by J. Rinke,

P08-17-12 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 2011-2012 school year:

Leaves of Absence

H. Searle – paid sick leave from 9/1/11 through 10/2/11. (20 sick days)

S. Schmidig - unpaid sick leave from 8/26/11 – TBD (paid benefits for 12 weeks)

Roll Call:

Ayes: Mrs. Ciocia, Mr. Nazzaro, Mrs. Romano, Mr. Rinke, Mr. Salerno

Nays: None

Absent: Ms. Bruno, Mrs.Doheny, Mr. Giarratana, Mr. Samperi

Abstain: None

Resolution Approved

OPEN PUBLIC HEARING -

G. Hoffman: I have a question with respect to the class size of an honors class. There are 35 students in the class. When do you say enough is enough?

Dr. Porto: The attrition rate in an honors class is very high. Sometimes it could be as high as 1/5 of the class. I did not want to deny any student the opportunity to take the honors class and safety wasn't an issue.

Mrs. Ciocia: Are there any other classes with the same issues?

Dr. Porto: I will check to see if there are any other large classes. Perhaps more students will take the AP classes. I am hoping more students will gain confidence to take the AP Class and hopefully we will have more staff in 12/13.

Meeting adjourned at 8:35 p.m.

Moved by Mr. Rinke, seconded by Mr. Salerno

Respectfully submitted,

Dina Messery
School Business Administrator/Board Secretary