

**HASBROUCK HEIGHTS BOARD OF EDUCATION
REORGANIZATION MEETING
JANUARY 2, 2014**

(Read by Mrs. Messery)

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 13, 2013.

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.

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

| | |
|-------------|----------------|
| Ms. Bruno | Mr. Salerno |
| Mrs. Doheny | Mr. Samperi |
| Mr. LaMorte | Mr. Stefanelli |
3. **Mrs. Messery** administers required Oath of Office to three (3) elected members.
Mrs. Caruso
Mr. Rinke
Mrs. Romano
4. New Jersey School Board Members Code of Ethics read by **Mrs. Messery** 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:

- R1-01-14 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 2014 through December 2014 are hereby set down and will be held as follows:

In the MS/HS Teachers' Room, 365 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 Burnett Eglow Media Center, 365 Boulevard, commencing at 7:30 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.

- R1-02-14 Be it Resolved that The Observer, Hasbrouck Heights, NJ and The Record, Hackensack, NJ be designated as official newspapers of the Board of Education.

- R1-03-14 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:

Mark Porto, Superintendent of Schools
Dina Messery, 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:

Mark Porto, Superintendent of Schools
Dina Messery, School Business Administrator/Board Secretary
Or in their absence, the President of the Board

Agency Account – 1028863

Any two of the following:

Mark Porto, Superintendent of Schools
Dina Messery, School Business Administrator/Board Secretary
Or in their absence, the President of the Board

Food Account – 41341430

Any three of the following:

Mark Porto, Superintendent of Schools
Dina Messery, 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:

Mark Porto, Superintendent of Schools
Dina Messery, 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:

Mark Porto, Superintendent of Schools
Dina Messery, 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:

Mark Porto, Superintendent of Schools
Dina Messery, 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:

Mark Porto, Superintendent of Schools
Dina Messery, 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:

Michael Sculla, Athletic Director
Linda Simmons, Principal
Nick DelCalzo, Vice Principal

MS/HS Student Activities Account – 1028869

(2 signatures)

Dina Messery, Business Administrator
Robyn Scholz, Assistant to the Business Administrator

Euclid School Activities Account – 1028928

(2 signatures)

Dina Messery, Business Administrator
Robyn Scholz, Assistant to the Business Administrator

Lincoln School Activities Account – 1028901

(2 signatures)

Dina Messery, Business Administrator
Robyn Scholz, Assistant to the Business Administrator

FINANCE:

F1-01-14 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.

PERSONNEL:

P1-01-14 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 2013-2014 school year:

Retirement:

P. O'Hare – retirement as of 9/1/14

P1-02-14 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 2013-2014 school year:

Amend Resolution P12-03-14:

K. Diguglielmo- paid sick leave of absence 10/29/13 thru 2/24/14

P1-03-14 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 2013-2014 school year:

Leave Replacement:

C. Capozzi – Long term sub replacement for K. Diguglielmo - @ \$150/per day effective 12/16/13 thru 2/24/14

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>2014</u> | <u>Work Sessions</u> | <u>Regular Meetings</u> |
|-------------|-----------------------------|-----------------------------|
| January | January 23, 2014 Thursday | January 23, 2014 Thursday |
| February | February 27, 2014 Thursday | February 27, 2014 Thursday |
| March | March 26, 2014 Wednesday | March 26, 2014 Wednesday |
| April | April 24, 2014 Thursday | April 24, 2014 Thursday |
| May | May 22, 2014 Thursday | May 22, 2014 Thursday |
| June | June 17, 2014 Tuesday | June 17, 2014 Tuesday |
| July | July 24, 2014 Thursday | July 24, 2014 Thursday |
| August | August 28, 2014 Thursday | August 28, 2014 Thursday |
| September | September 25, 2014 Thursday | September 25, 2014 Thursday |
| October | October 20, 2014 Thursday | October 20, 2014 Thursday |
| November | November 20, 2014 Thursday | November 20, 2014 Thursday |
| December | December 18, 2014 Thursday | December 18, 2014 Thursday |

Work Sessions to be held at 6 pm in the MS/HS Teachers' Room, 365 Boulevard and Regular Meetings to be held at 7:30 pm in the Dr. Burnett Eglow Library, 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: January 3, 2014

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.