HASBROUCK HEIGHTS BOARD OF EDUCATION REGULAR MEETING MINUTES THURSDAY, SEPTEMBER 19, 2013

A regular meeting of the Board of Education was held on Thursday, September 19, 2013, in the Middle/High School Media Center, 365 Boulevard, Hasbrouck Heights, New Jersey. The meeting was called to order at 7:30 p.m. by President, Mr. Rinke.

Mr. Rinke 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, 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,

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

Roll Call:

Ms. Bruno Mrs. Doheny Mr. LaMorte Mr. Rinke Mrs. Romano Mr. Salerno Mr. Salerno Mr. Samperi-absent Mr. Stefanelli

Also Present: Dr. Porto, Mrs. Messery, Ms.Clark

Mr. Rinke led the Board in the flag salute.

Approximately 15 people in attendance.

<u>Approval of Minutes -</u> 8/22/13 (On file in the business office) – moved by Mrs. Doheny, seconded by Mrs. Romano

Roll Call:		
Ayes:	Mrs. Doheny, Mr. LaMorte, Mr. Nazzaro, Mrs. Romano, Mr. Salerno,	
-	Mr. Stefanelli, Mr. Rinke	
Abstain:	Ms. Bruno	
Absent:	Mr. Samperi	
Resolution Approved		

Presentations -

Mr. Sickels thanked Mr. Stefanosky for his generous donation of 9 bookshelves for Euclid school.

Ms. Cassidy, the anti-bullying specialist for the middle/high school gave the annual HIB review. Ms. Cassidy reviewed the HIB laws and protocols.

None

Public Discussion on Agenda Resolutions -

Ms. Clark read the following statement:

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.

Report of the Student Representatives:

Ally S. gave the update on the middle/high school.

Report of the Board President:

Mr. Rinke thanked the custodial/maintenance staff, the administration and the teaching staff for a wonderful school opening. Mr. Rinke reported that the visitor monitor system is up running. The SRO, Brian Donahue, is doing a great job. Mr. Rinke thanked Ms. Lallo, Ms. Ulrich and Ms. Stevens for their years of service.

Report of the Superintendent -

Dr. Porto thanked the entire staff for a successful school opening.

Correspondence/Report of School Business Administrator/Board Secretary:

Mrs. Messery thanked the custodial/maintenance staff for an outstanding job they did getting the schools ready for September.

<u>Committee Reports</u> – 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 – None

Faculty Liaison - Nona

PTA Liaison- None

AWARDS/PRESENTATIONS:

NONE

EDUCATION COMMITTEE:

RESOLUTIONS:

The following resolutions were moved by L. Romano, seconded by R. Salerno,

E09-01-14 Be it Resolved that the Hasbrouck Heights Board of Education approve the following for the 2013 – 2014 school year:

WITHDRAWN

E09-02-14 Be it Resolved that the Hasbrouck Heights Board of Education approve the following for the 2013 – 2014 school year:

Accept Monthly Superintendent HIB Reports - Sept

E09-03-14 Be it Resolved that the Hasbrouck Heights Board of Education approve the following for the 2013-2014 school year:

The monthly district calendar

E09-04-14 Be it Resolved that the Hasbrouck Heights Board of Education approve the following for the 2013-2014 school year:

10/17/13 – 10/22/13 – J. Colangelo, K. Dolan, M. Sickels – Literacy Coaching and Whole School Writing Reform – Teacher's College, NYC, NY – funded through NCLB Grant @ \$800 per person

E09-05-14 Be it Resolved that the Hasbrouck Heights Board of Education approve the following for the 2013-2014 school year:

Accept donation of 6 bookshelves and 3 rolling cart/bookshelves for Euclid School from Lukach Interiors, Inc

E09-06-14 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 A)

Policy #5131.9 - Personal Electronics Grades Pre-K 12 (Second Reading)

E09-07-14 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 #6147.2 Grading Policy – (Second Reading)

E09-08-14 Be it Resolved that the Hasbrouck Heights Board of Education approve the following for the 2013 – 2014 school year:

Heroes and Cool Kids Program at a cost of \$4,500 to the district

E09-09-14 Be it Resolved that the Hasbrouck Heights Board of Education approve the following for the 2013 – 2014 school year:

Suspension Alternative Program (on file in the business office)

E09-10-14 Be it Resolved that the Hasbrouck Heights Board of Education approve the following for the 2013 – 2014 school year:

Approve Halloween Mad Science Program - ES - October 30, 2013

E09-11-14 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 C)

Policy 5141.10 – Oxygen Use In Schools (Second Reading)

E09-12-14 Be it Resolved that the Hasbrouck Heights Board of Education approve the following:

Emergency Crisis Preparedness Manual - all schools

E09-13-14 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/File Code #5512 – HIB (First Reading)

E09-14-14 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 E)

Policy #4113, 4113.1, 4113.2, 4115 – Teaching Staff Member tenure Acquisition (**First Reading**)

E09-15-14 Be it Resolved that the Hasbrouck Heights Board of Education approve the following workshops:

9/27/13 – P. Lambe – Reading Writing Workshop at Columbia University @
\$165
12/2/13 – M. Neumann and two teachers - Youth World Aids Day – Hackensack,
NJ @ no cost to district

E09-16-14 Be it Resolved that the Hasbrouck Heights Board of Education approve the following for the 2013 – 2014 school year:

The Madison Institute – membership in TMI Consortium for Administrators and Staff @ \$4,995

E09-17-14 Be it Resolved that the Hasbrouck Heights Board of Education approve the following for the 2013 – 2014 school year:

10/13/13 – M. Porto — Superintendent Leadership Conference -Ramapo College – Mahwah, NJ @ \$20 cost to district

E09-18-14 Be it Resolved that the Hasbrouck Heights Board of Education approve the following for the 2013 – 2014 school year:

10/17/13 – M. Porto – Presenter on PARCC Preparation focus on Non Fiction at FEA/NJPSA Fall Conference – Long Branch, NJ @ no cost to district

E09-19-14 Be it Resolved that the Hasbrouck Heights Board of Education approve the following for the 2013 – 2014 school year:

Student #10000447 – OOD – Ranch Hope, Inc. – Alloway, NJ @ \$125/per diem beginning 9/19/13

Roll Call:

Ayes:	Ms. Bruno, Mrs. Doheny, Mr. LaMorte, Mr. Nazzaro, Mr. Rinke,	
	Mrs. Romano, Mr. Salerno, Mr. Stefanelli,	
Nays:	None	
Abstain:	None	
Absent:	Mr. Samperi	
Resolutions Approved		

SPECIAL EDUCATION COMMITTEE:

RESOLUTIONS:

The following resolutions were moved by R. Salerno seconded by L. Romano,

S09-01-14 Be it Resolved that the Hasbrouck Heights Board of Education approve the following special services for the 2013 – 2014 school year:

Student #708 – Home instruction - 8 hrs to administer final exams @ \$40/hr for a total of \$320 Student #1000004 – services for the ESY & RSY - PT – 1 time per week for a total of \$2,646 and OT – 2 times per week for a total of \$5,292 - \$7,938 Student #20287 – sub para professional for 3 days – 9/9 – 9/11/13 – BCSS - in the event that services are required to assist student (not to exceeds \$1,155) Student #1513 – Independent Educational Evaluation – Dr. Bolaban & Assoc @ \$975 Student # 1000417 – Home instruction – 10 hrs per week plus prep @ \$40/hr as of 9/5/13 thru 6/19/14 Student #1000612, #1000510, 1000554 – OT evaluations – J. Wagner @ \$275 each Student #6679 – OT evaluation – J. Wagner @ \$275

- S09-02-14 Be it Resolved that the Hasbrouck Heights Board of Education approve the following OOD placements for the 2013 2014 school year:

Student #708 – Holmstead School @ a tuition of \$48,056.40 Student #1000665 – SBJC @ tuition of \$36,700 Student #610 – Ho-Ho-Kus School of Trade @ a tuition of \$10,000 Student #751 – Bergen County Technical Schools Paramus Voc. @ a tuition of \$26,100 Student #1584 – Bergen County Technical Schools Paramus Voc @ a tuition of \$26,100 S09-03-14 Be it Resolved that the Hasbrouck Heights Board of Education approve the following for the 2013 – 2014 school year:

Bayada Nursing Plan (On file in the Business Office)

Roll Call:

Ayes:	Ms. Bruno, Mrs. Doheny, Mr. LaMorte, Mr. Nazzaro, Mr. Rinke,	
	Mrs. Romano, Mr. Salerno, Mr. Stefanelli,	
Nays:	None	
Abstain:	None	
Absent:	Mr. Samperi	
Resolutions Approved		

TECHNOLOGY COMMITTEE:

None

FACILITIES COMMITTEE:

RESOLUTIONS:

The following resolutions were moved by M. Stefanelli, seconded by D. Bruno,

B09-01-14 Be it Resolved that the Hasbrouck Heights Board of Education approve the following for the 2013-2014 school year:

Facilities Use (Attachment F)

Roll Call:

Ayes:Ms. Bruno, Mrs. Doheny, Mr. LaMorte, Mr. Nazzaro, Mr. Rinke,
Mrs. Romano, Mr. Salerno, Mr. Stefanelli,Nays:NoneAbstain:NoneAbsent:Mr. SamperiResolutions Approved

RECREATION COMMITTEE:

RESOLUTIONS:

The following resolutions were moved by C. Doheny, seconded by L. Romano,

R09-01-14 Be it Resolved that the Hasbrouck Heights Board of Education approve the following fundraiser for 2013-2014 school year:

JV &Varsity Cheerleaders to sell spirit items during football season prior to games – S. Stevens and C. Kelly – coaches JV Volleyball – apparel sale – Sept – October- C.Miller - coach

R09-02-14 Be it Resolved that the Hasbrouck Heights Board of Education approve the following for 2013-2014 school year:

Athletic Trainer thru Jag Physical Therapy @ rate of \$35/hour

R09-03-14 Be it Resolved that the Hasbrouck Heights Board of Education approve the following field trips for 2013-2014 school year:

9/28/13 – Cross Country Team – Great Adventure – Jackson, NJ @ no cost to district – M. Ryan – Coach – (after meet) 10/8/13 – Science grades 10 and 11 – Teterboro Airport Aviation Career Expo – 35 students @ no cost to district 10/15/13, 12/2,13, TBD – 11^{th} & 12^{Th} graders – Heros & Cool Kids – BCC – Paramus, NJ - @ no cost to district 11/1/13 – Peer Leaders – 9^{th} – 12^{th} graders – HH Elks – Training Session @ no cost to district 10/28/13 – L. Geftic, W. Thorne – 10^{th} – 12^{th} grade - GSSPA Fall Press Conference – Rutgers – New Brunswick, NJ @ no cost to district $12/13/13 - 11^{th}$ graders - Princeton Review Practice SAT/ACT – HH Municipal Bldg - @ no cost to district

Roll Call:

Ayes:Ms. Bruno, Mrs. Doheny, Mr. LaMorte, Mr. Nazzaro, Mr. Rinke,
Mrs. Romano, Mr. Salerno, Mr. Stefanelli,Nays:NoneAbstain:NoneAbsent:Mr. SamperiResolutions Approved

FINANCE COMMITTEE:

RESOLUTIONS:

The following resolutions were moved by R. LaMorte, seconded by R. Salerno,

F09-01-14 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.

- F09-02-14 Be it Resolved that the Hasbrouck Heights Board of Education approve the actual payroll for the month of August 2013 in the amount of \$306,691.61 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.
- F09-03-14 Be it Resolved that the Hasbrouck Heights Board of Education approve the estimated payroll for the month of September 2013 at 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 \$1,400,000.
- F09-04-14 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 for the month of September 2013

This motion includes the following construction projects:

MS/HS Windows
Euclid Roof
Euclid Windows
Lincoln Windows
Lincoln Roof
MS/HS Roof

F09-05-14 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 August 2013

F09-06-14 Be it Resolved that the Board of Education approve the following:

On-Tech Consulting, Inc to manage E-rate processing for SY 2014-2015

F09-07-14 Be it Resolved that the Board of Education approve the following purchases for 2013-2014 school year:

P.O. 400639 – Pepe Plumbing \$10,418 – High school science lab repairs *Quotes received

F09-08-14 Be it Resolved that the Board of Education approve the following Emergency expenditures for 2013-2014 school year:

P.O. Castlton Environmental Contractors LLC – not to exceed \$10,000 – chemical comprise – high school chemistry lab

Roll Call:

Ayes:Ms. Bruno, Mrs. Doheny, Mr. LaMorte, Mr. Nazzaro, Mr. Rinke,
Mrs. Romano, Mr. Salerno, Mr. Stefanelli,Nays:NoneAbstain:NoneAbsent:Mr. SamperiResolutions Approved

PERSONNEL

RESOLUTIONS:

The following resolutions were moved by R. LaMorte, seconded by D. Bruno,

P09-01-14 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:

Extra Pay:

J. Farina – attendance at IEP meeting on 8/29/13 for 1 hr @ \$32/hr total
M. Warren – attendance at IEP meeting on 8/28/13 for 3 hrs @ \$32/hr - \$96 total
A. Lewites – attendance at IEP meeting on 8/28/13 for 3 hrs @ \$32/hr - \$96 total
F. Avella – attendance at IEP meeting on 8/9/13 for 1.5 hrs @ \$32/hr - \$48 total
E. Drago – attendance at IEP meeting 8/9/13 for 1.5 hrs @ \$32/hr - \$48

total G. Rowland – 2 hrs for gifted and talented curriculum @ \$32/hr - \$64 total K. Kane – 3 hrs in Aug for planning @ \$32/hr – total of \$96

S. Cerasuolo – Little People's Choir – ES & LS – self sustaining parent paid activity @ \$32/hr

P09-02-14 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:

Guide Movement:

G. Dubofsky–BA +15 Step 16

P09-03-14 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:

Amend Resolution #P08-11-14 – M. Nierkrewicz – LS – lunch aide from full time to sub

P09-04-14 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:

Maternity Leaves:

L. Ciraco – paid maternity sick leave 12/2//13-2/4/14 and unpaid FMLA – 2/5/13-4/6/14

P09-05-14 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 placements:

9/10/13 - 12/10/13 - C. Marks - Felician College - V. Gant - ES

P09-06-14 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:

Maternity Leave Replacement:

9/9/13 - 12/20/13 - L. Hernandez – Maternity Leave Replacement for J. Carcich @ \$150 per day

P09-07-14 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:

Home Instruction:

M. Centrella – student #708 – final exams @ 4 hrs @ \$40/hr - \$160 total F. Avella – student #708 – final exams @ 4 hrs @ \$40/hr - \$160 total F. Avella – student #708 – home instruction for 16 hrs plus 4 prep @ \$40/hr - \$800 total M. Centrella student #708 – home instruction for 16 hrs plus 4 prep @ \$40/hr -\$800 total A. Rogers and D. Cerneka to share – student #1000417 – home instruction for a total 10 hrs per week plus prep @ \$40/hr P09-08-14 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:

Resignations:

K. Lallo – effective 9/1/13 S. Ulrich – effective 9/30/13 S. Stevens – effective 9/16/13

P09-09-14 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:

<u>Substitutes:</u> (Attachment)

P09-10-14 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:

Keys Substitutes @ \$14.30

N. Mattern – sub Keys assistant P. Maloupis – sub Keys teacher and sub Keys assistant

P09-11-14 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:

Para Professional:

A. Cristofolo – FT para professional – LS replace K. Lallo @ \$19,713pro-rated no benefits effective 9/23/13 J. Sagitas – FT para professional – MS/HS replace Julie Catapane @ \$19,713 prorated no benefits effective 9/23/13

P09-12-14 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:

Clubs/Advisors:

A. Washburn – Italian Club @\$807

P09-13-14 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:

Middle School Detention:@ \$32/hr

One person per day on a rotating basis, up to 2 days per week L. Cintron C. Delsole M. Sicilian M. DiPiano

P09-14-14 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:

<u>6</u>th Period Stipend:

Amend Resolution #P08-17-14 P. Cassano – 5.4 periods (9/5/13 - 9/13/13 - \$1600 / 20 = \$80 total)A. Balac - \$3500 per year pro-rated as of 10/1/13M. Centrella - \$3500 per year pro-rated as of 9/5/13M. Sparacio - \$3500 per year pro-rated as of 9/5/13

P09-15-14 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:

Certified:

 \overline{A} . Balac – FT Spec Ed – MS – BA Step 1 @ \$46,320 plus benefits prorated as of 10/1/13

P09-16-14 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:

Volunteers:

C. Kritzer – Cheering *Pending Paperwork*

P09-17-14 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:

Coaches:

B. Kritzer – Interim Head Cheering Coach – effective 9/17/13 @ \$67/day until appointment of head coach

P09-18-14 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:

Keys:

K. Wheeler - sub keys assistant @ \$14.30/hr

P09-19-14 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:

Volunteers:

J. Raymond A. Hoag L. Byrne

- S. Gomez
- P09-20-14 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:

Lunch Aides:

S. Adzovic – LS @ \$15.08/hr *Pending Paperwork

P09-21-14 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 of Absence:

N. McCarthy – paid sick leave - 9/3/13 – 9/30/13

Roll Call:

Ayes:	Ms. Bruno, Mrs. Doheny, Mr. LaMorte, Mr. Nazzaro, Mr. Rinke,	
	Mrs. Romano, Mr. Salerno, Mr. Stefanelli,	
Nays:	None	
Abstain:	None	
Absent:	Mr. Samperi	
Resolutions Approved		

OLD BUSINESS-None

NEW BUSINESS -None

OPEN PUBLIC HEARING -

P. Caruso – Substitute paraprofessionals get paid \$10/hr. Substitute visitor monitors get paid \$14.30/hr. I don't understand the difference in pay.

Dr. Porto- I will bring this issue back to the Board and we will discuss it.

PRIVATE SESSION: None

Meeting adjourned at 8:02 p.m. Moved by Ms. Bruno, seconded by Mr. Nazzaro All in favor.

Respectfully submitted,

Dina Messery School Business Administrator/Board Secretary