

**BOGOTA BOARD OF EDUCATION
BOGOTA, NEW JERSEY
SPECIAL MEETING
JULY 18, 2017**

CALL TO ORDER by Mr. Severino, Board President at 7:30 p.m.

FLAG SALUTE

OPEN PUBLIC MEETING ANNOUNCEMENT

The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this act, the Bogota Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted in the Bogota Borough Hall, communicated by letter to The Record, filed with the Clerk of the Borough of Bogota and posted on the Bogota Board of Education website.

ROLL CALL by Mr. Severino, Board President at 7:32 p.m.

Members Present: Mrs. Carpenter, Ms. Granquist, Mrs. Kohles, Mrs. Lewis, Ms. Montgomery, Mr. Moore, Mrs. VanBuren, Mr. McHale and Mr. Severino.

Members Absent: None

Also Present: Dr. Varcadipane, Interim Superintendent, Mr. Irfan Evcil, SBA/BS and Elizabeth Ruiz Assistant BS.

Absent: none

Mr. McHale moved, seconded by Mrs. VanBuren, a motion to dispense with the regular order of business. Motion unanimously approved by a voice call vote.

HEARING OF CITIZENS ON AGENDA ITEMS ONLY

Mr. McHale moved, seconded by Mr. Moore a motion to open the meeting for public comments on agenda items only. Motion unanimously approved by a voice call vote.

None.

Mr. McHale moved, seconded by Mr. Moore, a motion to close the meeting for public comments on agenda items only. Motion unanimously approved by voice call vote.

FINANCE

Approval of Special Counsel

7-18-17-01 BE IT RESOLVED, that, after receipt and review of the Proposal letter submitted on June 28, 2017, and the Letter Retainer Agreement dated July 14, 2017, the Board appoints Nathanya G. Simon of the Firm Schwartz Simon Edelstein & Celso, LLC, as Special Counsel, effective July 1, 2017 to June 30, 2018. (a copy of the Proposal letter and Letter Retainer Agreement are on file in the office of the Board Secretary)

Mrs. Carpenter moved, seconded by Mrs. Kohles a motion to table agenda item **7-18-17-01** until after executive session. On a roll call vote Mrs. Carpenter, Ms. Granquist, Mrs. Kohles, Mrs. Lewis voted yes, Ms. Montgomery, Mr. Moore, Mrs. VanBuren, Mr. McHale, and Mr. Severino voted no. Motion Failed.

Mr. Moore moved, seconded by Mr. McHale a motion and approval of agenda item **7-18-17-01**. On a roll call vote Mrs. Carpenter voted no, Ms. Granquist, Mrs. Kohles, Mrs. Lewis, Ms. Montgomery, Mr. Moore, Mrs. VanBuren, Mr. McHale, and Mr. Severino voted yes. Motion Carried.

EXECUTIVE SESSION

WHEREAS, C.231, P.L. 1975, also known as the Sunshine Law, authorizes a public body to meet in executive or private session under certain limited circumstances; and

WHEREAS, said law requires the Board to adopt a resolution at a public meeting before it can meet in such an executive or private session:

NOW, THEREFORE BE IT RESOLVED, by the Bogota Board of Education, that:

1. It does hereby determine that it is necessary to meet in Executive Session on July 18, 2017, at 7:36 p.m. to discuss matters involving Richard A. Brovarone as General Counsel and the Contract for him to serve as General Counsel for the 2017-2018 school year, Resolutions to be developed after executive session.
2. That the matter discussed will be made public if and when confidentiality is no longer required and action pursuant to said discussion shall take place only at a public meeting.

ACTION MAY BE TAKEN UPON RETURN FROM EXECUTIVE SESSION

Mr. McHale moved seconded by Mr. Moore, a motion for closed session discussion at 7:36 p.m. Motion unanimously approved by a voice call vote.

Mr. Moore moved, seconded by Mr. McHale, a motion to open the meeting in public session at 8:50 p.m. Motion unanimously approved by a voice call vote.

LEGAL

7-18-17-E01 BE IT RESOLVED, that, for good cause, the appointment of Richard A. Brovarone as General Counsel and the Contract for him to serve as General Counsel for the 2017-2018 school year are hereby rescinded and terminated effective immediately.

Mr. Moore moved, seconded by Mr. McHale a motion and approval of agenda item **7-18-17-E01**. On a roll call vote Mrs. Carpenter voted present, Ms. Granquist, Mrs. Kohles, Mrs. Lewis, Ms. Montgomery, Mr. Moore, Mrs. VanBuren, Mr. McHale, and Mr. Severino voted yes. Motion Carried.

7-18-17-E02 BE IT RESOLVED, that after receipt and review of the proposal letter submitted on June 28, 2017 and the Letter Retainer Agreement dated July 14, 2017, the Board appoints Nathanya G. Simon of the Firm Schwartz Simon Edelstein & Celso, LLC as General Counsel, effective July 18, 2017 to June 30, 2018. (a copy of the Proposal letter and Letter Retainer Agreement are on file in the office of the Board Secretary)

Mr. Moore moved, seconded by Mr. McHale a motion and approval of agenda item **7-18-17-E02**. On a roll call vote Mrs. Carpenter, Ms. Granquist, Mrs. Kohles, Mrs. Lewis, Ms. Montgomery, Mr. Moore, Mrs. VanBuren, Mr. McHale, and Mr. Severino voted yes. Motion Carried.

7-18-17-E03 BE IT RESOLVED, that following procedures shall be utilized for the use of the Special Counsel and General Board Counsel effective immediately:

1. Authorized persons to contact the Counsel shall be limited to the positions of Superintendent, School Business Administrator/Board Secretary and Board President, and only such others who are authorized to contact Counsel by one of these named individuals.
2. Unless a matter is routine in nature or emergent, a written request shall be issued to Counsel prior to commencement of legal work.
3. All billing by Counsel and payments to Counsel shall comply with N.J.A.C. 6A:23A-5.2(a)4.
4. A written log of contacts with Counsel shall be maintained in the office of the Board Secretary.

Mr. McHale moved, seconded by Mr. Moore a motion and approval of agenda item **7-18-17-E03**. On a roll call vote Mrs. Carpenter, Ms. Granquist, Mrs. Kohles, Mrs. Lewis, Ms. Montgomery, Mr. Moore, Mrs. VanBuren, Mr. McHale, and Mr. Severino voted yes. Motion Carried.

7-18-17-E04 BE IT RESOLVED, that the Business Administrator/Board Secretary is directed to publish the Resolutions regarding the appointment of Special Counsel and General Counsel accordance with N.J.S.A. 18A:18A-4.5.

Mr. McHale moved, seconded by Mr. Moore a motion and approval of agenda item **7-18-17-E04**. On a roll call vote Mrs. Carpenter, Ms. Granquist, Mrs. Kohles, Mrs. Lewis, Ms. Montgomery, Mr. Moore, Mrs. VanBuren, Mr. McHale, and Mr. Severino voted yes. Motion Carried.

EDUCATION

Approval of LDTC

7-18-17-02 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves/ratifies Marlana LePera, Learning Disabilities Teacher Consultant, to be on call for the Supervisor of Pupil Personnel Services to participate in IEP meetings during July and August 2017 at the rate of \$50/hour.

Approval of 123 ABA

7-18-17-03 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves/ratifies the contracted services of 123 ABA, LLC to provide behavioral services, including ABA therapy sessions/interventions, development of behavioral assessments and plans, observations and reports, as well as teacher/assistant training and support, at a contractual rate of \$70 per hour for consultation services and \$50 per hour for direct support.

Approval of Education Services, LLC

7-18-17-04 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves/ratifies the contracted services of Educational Services, LLC to provide speech therapy services, at a contracted rate of \$475 per diem and \$237.50 for school half day, per consultant, not to exceed \$187,000.

Approval of Special Education Out of District Placement

7-18-17-05 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves/ratifies the placement of Student #25191 at Academy 360-Lower School for the 2017/2018 school year at a contractual rate of \$73,249.48. This includes extended school year.

Approval of Special Education Out of District Placement

7-18-17-06 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves/ratifies the placement of the following students at Ridgefield Park Public Schools for the 2017/2018 school year at the contractual rate of \$67,320 per student. This includes tuition with aide, extended school year and transportation.

Student #10945 – Pre K Primary Development Class

Student #25891 – Intermediate Autistic Special Class

Approval of Special Education Out of District Placement

7-18-17-07 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves/ratifies the placement of Student #10414 at Ridgefield Park Public Schools (Behavioral Disabilities Class) for the 2017/2018 school year at the contractual rate of \$65,280. This includes transportation.

Approval of Special Education Out of District Placement

7-18-17-08 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the placement of Student #25083 at Barnstable Academy for the 2017/2018 school year at the contractual rate of \$44,900.

Mr. McHale moved, seconded by Mr. Moore a motion and approval of agenda items **7-18-17-02 through 7-18-17-08**. On a roll call vote Ms. Granquist, Mrs. Kohles, Mrs. Lewis, Ms. Montgomery, Mrs. VanBuren, Mr. McHale and Mr. Severino voted yes. Motion Carried.

PERSONNEL

All personnel appointments are contingent upon receipt of an affirmative criminal history record check and the holding of proper certification.

Approval of Correction to Salary

7-18-17-09 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the correction to the salary of **Diana Evans** (resolution 6-27-17-30) as follows:

MA Step 1 \$57,723

Approval of Correction to Salary

7-18-17-10 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the correction to the salary of **Arlene Crugnola** (resolution 6-27-17-30) as follows:

BA Step 12 \$72,783 + \$600 Course Extra – Total \$73,383

Rescind Appointment

7-18-17-11 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board rescinds the appointment of **Victoria Crocitto** (resolution 6-27-17-30).

Approval of Elementary Teacher Maternity Leave Replacement

7-18-17-12 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the appointment of **Clarissa Telford** as an Elementary School Teacher, Maternity Leave Replacement at a salary of BA Step 1 \$49,723 for September 1, 2017 through December 29, 2017.

Approval of Elementary Teacher Maternity Leave Replacement

7-18-17-13 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the appointment of **Jennifer Moyer** as an Elementary School Teacher, Maternity Leave Replacement at a salary of BA Step 1 \$49,723 for September 1, 2017 through December 14, 2017.

Approval of Robert Brown

7-18-17-14 **BE IT RESOLVED**, that, upon the recommendation of the Superintendent of Schools, the Board approves the of payment of \$225 to **Robert Brown** for consultant work done on July 7, 2017.

Moved: Seconded: CC, JG, LK, EL, AM, JM, KVB, PMH, CS

Approval of Annual Appointments

7-18-17-15 **BE IT RESOLVED**, that, upon the recommendation of the Superintendent of Schools, the Board approves the following annual appointments:

Dr. Vincent Varcadipane
Public District Anti-Bullying Coordinator
Attendance Officer

Irfan Evcil
Agency Compliance Officer
Custodian of Records (OPRA)
Right to Know Officer

Damian Kennedy
District Test Coordinator

Kelly DeCongelio
Affirmative Action Officer according to P.L. 1975, c.127

Jill Connelly
504 Committee Coordinator
ADA Officer
Homeless Liaison

Tara Amanna
Substance Awareness Coordinator

Dayle Santoro
Title I Coordinator
Title IX Coordinator

Damon Englese
ESSA Coordinator

David Dinallo
Asbestos Management and PEOSA Officer/Coordinator
Safety & Health Designee
Indoor Air Quality Designee
Integrated Pest Management Coordinator
Chemical Hygiene Officer

Approval of Teacher Aide

7-18-17-16 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the appointment of **Kerri Kuiken** as a Teacher Aide at Steen School at a salary of \$15 per hour for the 2017/2018 school year.

Mr. McHale moved, seconded by Mr. Moore a motion and approval of agenda item **7-18-17-09 through 7-18-17-16**. On a roll call vote Mrs. Carpenter, Ms. Granquist, Mrs. Kohles, Mrs. Lewis, Ms. Montgomery, Mr. Moore, Mrs. VanBuren, Mr. McHale, and Mr. Severino voted yes. Motion Carried.

FINANCE

Approval of Bill List

7-18-17-17 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the payment of bills in the amount of \$464,304.73 dated June 30, 2017 as per the attached, which will become part of this resolution.

Mr. McHale moved, seconded by Mr. Moore a motion and approval of agenda item **7-18-17-17**. On a roll call vote Mrs. Carpenter, Ms. Granquist, Mrs. Kohles, Mrs. Lewis, Ms. Montgomery, Mr. Moore, Mrs. VanBuren, Mr. McHale, and Mr. Severino voted yes. Motion Carried.

Approval of Budgetary Line Item Expenditure

7-18-17-18 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, pursuant to N.J.A.C. 6A:23-2.11(C1), that, as of, June 30, 2017 no budgetary line item account has been over-expended in violation of N.J.A.C. 6A:23-2.11(C3), no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.11(B), and that sufficient funds are available to meet the district's fiscal obligations for the remainder of the fiscal year.

Mr. McHale moved, seconded by Mr. Moore a motion and approval of agenda item **7-18-17-18**. On a roll call vote Mrs. Carpenter, Ms. Granquist, Mrs. Kohles, Mrs. Lewis, Ms. Montgomery, Mr. Moore, Mrs. VanBuren, Mr. McHale, and Mr. Severino voted yes. Motion Carried.

Approval of Payroll Transfer

7-18-17-19 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves/ratifies the payroll and fund transfer for the month of May in the amount of \$1,059,481.25 dated June 30, 2017 as attached, which shall be made a part of this resolution.

Mr. McHale moved, seconded by Mr. Moore a motion and approval of agenda item **7-18-17-19**. On a roll call vote Mrs. Carpenter, Ms. Granquist, Mrs. Kohles, Mrs. Lewis, Ms. Montgomery, Mr. Moore, Mrs. VanBuren, Mr. McHale, and Mr. Severino voted yes. Motion Carried.

Approval of Lerch, Vinci & Higgins

7-18-17-21 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves Lerch, Vinci & Higgins to conduct an audit for OFAC compliance.

Mr. McHale moved, seconded by Mrs. Carpenter a motion and approval of agenda item **7-18-17-21**. On a roll call vote Mrs. Carpenter, Ms. Granquist, Mrs. Kohles, Mrs. Lewis, Ms. Montgomery, Mr. Moore, Mrs. VanBuren, Mr. McHale, and Mr. Severino voted yes. Motion Carried.

Approval of Qualified Purchasing Agent

7-18-17-22 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the appointment of Irfan Evcil as the Qualified Purchasing Agent.

WHEREAS, 18A:18A-2 provides that a Board of Education shall assign the authority, responsibility and accountability for the purchasing activity of the Board of Education to a person or persons who shall have the power to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by this chapter; and

WHEREAS 18A:18A-3 provides that contracts, awarded by the purchasing agent that do not exceed in the aggregate in a contract year the bid threshold (Currently \$40,000), may be awarded by the purchasing agent without advertising for bids when so authorized by board resolution; and

WHEREAS 18A:18A-37,c. provides that all contracts that are in the aggregate less than 15% of the bid threshold (Currently \$6,000) may be awarded by the purchasing agent without soliciting competitive quotations if so authorized by board resolution;

WHEREAS Mr. Irfan Evcil, School Business Administrator/Board Secretary possesses a qualified purchasing agent (QPA) certificate;

RESOLVED, that Bogota Board of Education, pursuant to the statutes cited above hereby appoints Irfan Evcil, as its duly authorized purchasing agent and is duly assigned the authority, responsibility and accountability for the purchasing activity of the Bogota Board of Education; and

RESOLVED that Irfan Evcil is hereby authorized to award contracts on behalf of the Bogota Board of Education that are in the aggregate less than 15% of the bid threshold (Currently \$6,000) without soliciting competitive quotations; and

RESOLVED that Irfan Evcil is hereby authorized to seek competitive quotations, when applicable and practicable and award contracts on behalf of the Bogota Board of Education when contracts in the aggregate exceed 15% of the bid threshold (Currently \$6,000) but are less than the bid threshold of \$40,000.

Mrs. Carpenter moved, seconded by Mr. McHale a motion and approval of agenda item **7-18-17-22**. On a roll call vote Mrs. Carpenter, Ms. Granquist, Mrs. Kohles, Mrs. Lewis, Ms. Montgomery, Mr. Moore, Mrs. VanBuren, Mr. McHale, and Mr. Severino voted yes. Motion Carried.

Approval to Appropriate Capital Reserve Funds

7-18-17-23 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves a Resolution to Appropriate Capital Reserve Funds.

WHEREAS the Bogota Board of Education, County of Bergen desires to advance the following capital project,

Bixby School Lintel Replacements and Associated Masonry and Roof Work

WHEREAS capital reserve funds may be appropriated by board resolution to support eligible or otherwise eligible capital projects, and

WHEREAS the Bogota Board of Education acknowledges that State support for capital projects is not currently available, and

WHEREAS the Department of Facilities must approve all capital projects and will only move forward with approval of a properly submitted capital project if a local board of education declares an eligible capital project as “otherwise” eligible, and

WHEREAS, by declaring a capital project as “otherwise” eligible, the Bogota Board of Education hereby declares that the above-mentioned project will be supported in full with local capital reserve funds.

NOW THEREFORE BE IT RESOLVED, that the Bogota Board of Education hereby declares the above referenced project as “otherwise” eligible and directs the Superintendent and School Business Administrator to obtain competitive pricing, and

BE IT FURTHER RESOLVED, that the Bogota Board of Education hereby appropriates **\$343,500** from its capital reserve fund to support the full cost of this project.

Mr. McHale moved, seconded by Mr. Moore a motion and approval of agenda item **7-18-17-23**. On a roll call vote Mrs. Carpenter, Ms. Granquist, Mrs. Kohles, Mrs. Lewis, Ms. Montgomery, Mr. Moore, Mrs. VanBuren, Mr. McHale, and Mr. Severino voted yes. Motion Carried.

COMMITTEE REPORTS

None at this time.

OLD BUSINESS

Dr. Varcadipane gave construction update.

Mr. Evcil discussed State Aid.

NEW BUSINESS

None at this time.

Mr. Moore moved, seconded by Mr. McHale a motion to add to agenda item **7-18-17-24**. On a roll call vote Mrs. Carpenter, Ms. Granquist, Mrs. Lewis, Ms. Montgomery, Mr. Moore, Mrs. VanBuren, Mr. McHale and Mr. Severino voted yes. Motion Carried.

7-18-17-24 BE IT RESOLVED, that, Bogota Board of Education, authorizes the Business Administrator/Board Secretary to advertise for RFP (Request For Proposal) for General Counsel and to be returned within 30 days.

Mrs. Carpenter moved, seconded by Mr. McHale a motion and approval of agenda item **7-18-17-24**. On a roll call vote Mrs. Carpenter, Ms. Granquist, Mrs. Lewis, Ms. Montgomery, Mr. Moore, Mrs. VanBuren, Mr. McHale and Mr. Severino voted yes. Motion Carried.

HEARING OF PUBLIC

During this portion of the meeting, the residents are invited to address the Board with any questions, comments or concerns there may be with respect to the operation of their school.

Mr. McHale moved, seconded by Mr. Moore, a motion to open the meeting in public session. Motion unanimously approved by a voice call vote.

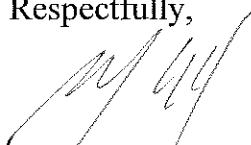
None at this time.

Mr. McHale moved, seconded by Mrs. VanBuren, a motion to close the meeting in public session. Motion unanimously approved by a voice call vote.

ADJOURNMENT

Mr. McHale moved, seconded by Mr. Moore a motion for adjournment of the meeting at 9:14 p.m. Motion unanimously approved by a voice call vote.

Respectfully,



Mr. Irfan Evcil
Board Secretary