

**BOGOTA BOARD OF EDUCATION
BOGOTA, NEW JERSEY**

AGENDA

REGULAR MEETING
March 21, 2017
Bogota High School Cafeteria
7:30 P.M.

CALL TO ORDER

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

	<u>Present</u>	<u>Absent</u>
Mrs. Carpenter	_____	_____
Ms. Granquist	_____	_____
Mrs. Kohles	_____	_____
Mrs. Lewis	_____	_____
Ms. Montgomery	_____	_____
Mr. Moore	_____	_____
Mrs. VanBuren	_____	_____
Mr. McHale	_____	_____
Mr. Severino	_____	_____

ALSO PRESENT

	<u>Present</u>	<u>Absent</u>
Dr. Varcadipane, Interim Superintendent	_____	_____
Richard Brovarone, Esq.	_____	_____
Mr. Brown, Interim SBA/BS	_____	_____
Elizabeth Ruiz, Assistant BS	_____	_____

Superintendent's Report

1. Accountant's Compilation Report
2. Lintel Report
3. Notification of Residents (Teaneck)
4. Asbestos
5. Finance
6. Architect's Presentation
7. Bixby Air Monitoring

HEARING OF CITIZENS ON AGENDA ITEMS ONLY

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

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

MINUTES

Approval of the following minutes as submitted by the School Business Administrator/Board Secretary:

February 7, 2017 Work Session/Action Meeting
February 28, 2017 Regular Meeting

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

POLICY

3-21-17-01 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the first reading of Policy and Regulation #2460 Special Education.

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

3-21-17-02 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the first reading of Policy #2467 Surrogate Parents and Foster Parents.

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

3-21-17-03 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the first reading of Regulation #2460.1 Special Education – Location, Identification, and Referral.

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

3-21-17-04 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the first reading of Regulation #2460.8 Special Education – Free and Appropriate Public Education.

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

3-21-17-05 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the first reading of Regulation #2460.9 Special Education – Transition from Early Intervention Programs to Preschool Programs.

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

3-21-17-06 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the first reading of Regulation #2460.15 Special Education – In-Service Training Needs for Professional and Paraprofessional Staff.

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

3-21-17-07 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the first reading of Regulation #2460.16 Special Education – Instructional Material to Blind or Print-Disabled Students.

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

EDUCATION

Approval of Field Trips

3-21-17-08 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the following field trips.

Date	Staff	Students	Location	Expense
6/14/17	Gina Giunchini Lauren Smith Nicolle Kelemen Terry Ciccone	Grade 6	Winter Garden Theatre School of Rock New York, NY	To be paid by Students
4/26/17	Brad DiRupo Shannon Raftery Monica Garcia	Driver Education Students	Annual Educational Symposium Palisadium Cliffside Park, NJ	None
4/5/17	Tara Amanna Denise Giaimo	Grade 9-12	Accuplacer at Bergen Community College	None
3/29/17	Pasqua Candelaria Paula Mahoney	Grade 6	United Water Treatment Plant	None
5/23/17	Barry McCann	Grade 8-12	Emerson Jazz Festival Emerson High School	None

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

Approval of HIB

3-21-17-09 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the following harassment, intimidation, and bullying findings:

School	Incident	Description	Consequences/Intervention
Jr./Sr. High School	16-17 #4	Non-HIB Incident	Engaging in counseling through the guidance/special services program.
Jr./Sr. High School	16-17 #5	Intentional – (Without hate speech) and designed to harass, intimidate or bully	Engaging in counseling through the guidance/special services program. 1 day in school suspension

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

Approval of Additional Services

3-21-17-10 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves additional services of 1:1 math instruction for Student #25083 attending Barnstable Academy at a cost of \$1,200.

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

Rescind Out of District Placement

3-21-17-11 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board rescinds the placement of state dependent Student #11080 at Holmstead School effective March 10, 2017.

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

Approval of Hospital Instruction

3-21-17-12 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves 10 hours of tutorial services at Four Winds Hospital for student #10954 at a contractual rate of \$56 per hour.

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

PERSONNEL

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

Accept Resignation

3-21-17-13 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board accepts the resignation of **Nicole Sanchez**, Teacher Aide at Bixby School effective March 3, 2017.

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

Approval of Maternity Leave

3-21-17-14 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the maternity leave of **Alyssa Spector**, Kindergarten Teacher at Steen School, as follows:

September 5, 2017 through October 27, 2017 using 3 personal days and 35 sick days
* October 30, 2017 through end of June 2018 FMLA and NJFLA running concurrently. Returning to work September 2018
*above dates subject to change pending used sick days prior to the start of maternity leave and actual date of leave.

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

Approval of Administrators Contract

3-21-17-15 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the Agreement between the Bogota Administrators Council and the Bogota Board of Education, for the 2016-2017 school year, as attached.

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

Approval of NCLB Stipend

3-21-17-16 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves **Diana Englese** to receive a stipend of \$5,000 for completing the No Child Left Behind Grant for the 2017/2018 school year, to be paid out of the grant.

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

Approval of Substitute Teacher

3-21-17-17 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the appointment of **Evan LaManna** as a substitute teacher at a salary of \$90 per diem and a substitute classroom and/or special education aide at a salary of \$12.50

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

Approval of Substitute Teacher

3-21-17-18 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the appointment of **Kenny Vilorio** as a substitute teacher at a salary of \$100 per diem and a substitute classroom and/or special education aide at a salary of \$12.50

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

Approval of Revised Maternity Leave Replacement

3-21-17-19 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the revision to the effective date of Resolution 12-13-16-22 appointing **Janice Jurgensen** as Elementary Teacher maternity leave replacement. The revised effective date is March 13, 2017.

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

FINANCE

Approval of Bill List

3-21-17-20 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the payment of bills in the amount of \$802,499.18 dated March 21, 2017 as per the attached, which will become part of this resolution.

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

Approval of Budgetary Line Item Expenditure

3-21-17-21 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, February 28, 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.

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

Approval of Payroll Transfer

3-21-17-22 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 February in the amount of \$1,079,786.68 dated February 28, 2017 as attached, which shall be made a part of this resolution.

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

Approval of Budget Transfers

3-21-17-23 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves/ratifies budget transfers for the month of February 2017; as attached, which shall be made a part of this resolution.

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

Approval of General Counsel Contract

3-21-17-24 BE IT RESOLVED, that, the Board approves professional services contract of Richard A. Brovarone, Esquire to provide legal services from July 1, 2016 through June 30, 2017 to the Bogota Board of Education. The monthly legal fee shall be \$7,900 per month for an annual total of \$94,800.

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

Approval of Proposed Budget

3-21-17-25 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, and the School Business Administrator, the Board approves the Preliminary School District Budget for the 2017-2018 School Year for submission to the Bergen County Superintendent of Schools for approval as follows:

	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund	- \$ 22,116,785	\$ 14,463,986
Special Revenue Fund	- \$ 714,275	N/A
Debt Service	- \$ 678,993	\$ 633,775
Total Budget	- \$ 23,510,053	\$ 15,097,761

BE IT FURTHER RESOLVED, that, upon the recommendation of the Superintendent of Schools and the School Business Administrator, the Board approves the tax levy for the General Fund \$ 14,463,986 for the 2017-2018 school year.

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

Approval of Travel and Related Expense Reimbursement

3-21-17-26 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools and the School Business Administrator, the Board approves travel and related expense reimbursement:

WHEREAS, the BOGOTA Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and N.J.A.C. 6A:23b-1.29(b)

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive prior approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only as described in NJOMB Circular Letter 06-02, including amendments or revisions thereto, a threshold amount below which Board approval is not required; and

WHEREAS, the Board of Education establishes, for regular district business travel only, an annual school year threshold of \$2,500.00 per staff/Board member where prior Board approval shall not be required unless this annual threshold for a staff/Board member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq/. but deemed by the Board of Education to be necessary and unavoidable are excluded from the requirements of N.J.A.C. 6A: 23B-1.1 et seq.;

NOW THEREFORE, BE IT RESOLVED that the Board establishes a travel expenditure maximum for 2017-2018 not to exceed \$25,000, excluding federal sources. Be it further resolved that the School Business Administrator shall track and record these costs to ensure that the maximum amount is not exceeded. Be it further resolved, included in this amount is a maximum of \$2,500 per employee or officer.

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

COMMITTEE REPORTS

OLD BUSINESS

NEW BUSINESS

HEARING OF PUBLIC

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

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.

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

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 March 21, 2017, at _____ p.m. to discuss matters involving negotiations, litigation, personnel.
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

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

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

ADJOURNMENT

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