

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

AGENDA

WORK SESSION/ACTION MEETING

November 15, 2016

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	_____	_____

Superintendent’s Report

- 1. Special Education Reports**
- 2. QSAC Update**
- 3. Website**
- 4. Newsletter**
- 5. Facility Projects**
- 6. Substitute Pay Increase**
- 7. Enrollment Form**

Presentation

Hearing on Violence and Vandalism – Presenter, Dr. Vincent Varcadipane

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:

- October 4, 2016 Work Session/Action Meeting**
- October 12, Special Meeting**
- October 18, 2016 Regular Meeting**

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

POLICY

11-15-16-01 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the first reading of Policy #5514 Student Use of Vehicles On School Grounds (Revised).

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

EDUCATION

11-15-16-02 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves and accepts the 2015/2016 Violence & Vandalism Report as submitted to the State Department of Education.

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

11-15-16-03 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves/ratifies the placement of student #11001 at Applied Technology High School – Bergen Community College for the 2016/2017 school year at a contractual rate of \$8.910.

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

11-15-16-04 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves/ratifies the placement of student #26890 at Bergen County Technical High School vocational programs, Paramus Campus for the 2016/2017 school year at a contractual rate of \$26,700.

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

11-15-16-05 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves/ratifies the out of district tuition to Hackensack Public Schools for Student #11086 under McKinney-Vento Homeless designation for the 2016/2017 school year at a tuition cost of \$13,887.

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

11-15-16-06 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the NJ QSAC Statement of Assurance for the 2016/2017 school year.

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

11-15-16-07 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the Nursing Plan for the 2016/2017 school year.

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

11-15-16-08 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the revised 2016/2017 school calendar, as attached.

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

11-15-16-09 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the following fund-raising activities:

Activity	Group	Date
Dress Down Day Fundraiser	Bixby Parents Class of 2017	11/23/16

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

11-15-16-10 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 #1	Non-HIB	None if behavior continued, it will be elevated to HIB
Jr./Sr. High School	16-17 #2	Non-HIB	2 days detention. Counseling

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

11-15-16-11 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the following professional conferences (pending fund availability).

Name	Description	Location	Date	Amount
Nicole Schiavello	Enhancing STEM Learning in Your Classroom	Bureau of Education & Research Fairfield, NJ	11/22/2016	\$245
Nicole Stols	To prepare 3 rd grade NOSS curriculum	SBJC Hasbrouck Heights, NJ	10/20/16	None
Alyssa Spector	To write lessons and activities based on the new science standards	SBJC Hasbrouck Heights, NJ	11/29/16	None
Cynthia Piano	Implementing the NGSS teaching approaches and content	Montclair, NJ	11/29/16	\$150
Jennifer Cataldi	Implementing the NGSS teaching approaches and content	Montclair, NJ	11/29/16	\$150
Anthony Rotundo	Leaders to Leaders administrator training	NJPSA Monroe Township, NJ	10/17/16, 11/29/16 & 1/15/17	None
Kelly DeCongelio	Leaders to Leaders administrator training	NJPSA Monroe Township, NJ	10/6/16, 11/15/16 & 12/19/16	None
Dayle Santoro	Leaders to Leaders administrator training	NJPSA Monroe Township, NJ	12/5/16, 1/17/17 & 2/28/17	None
Pura Martinez	Strengthen World Language Instruction through the use of technology	Institute for Educational Development New Rochelle, NY	1/6/2017	\$245
Alyssa Spector	To learn ways to increase the reading and writing skills of our students	Bureau of Education Research West Orange, NJ	1/13/2017	\$245
Jamie D'Ademo	To learn ways to increase the reading and writing skills of our students	Bureau of Education Research West Orange, NJ	1/13/2017	\$245
Joan Frey	Association of Mathematics Teachers of New Jersey	East Windsor, NJ	12/8/16 & 12/9/16	\$295 + mileage
Melissa Herman	Managing sudden traumatic loss in the school environment	Ridgewood, NJ	12/2/16	None
Arlene Luna	Dyslexia Training	SBJC Hasbrouck Heights, NJ	2/10/17	None

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

11-15-16-12 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the following field trips.

Date	Staff	Students	Location	Expense
12/7/16	Brad DiRupo Monica Garcia	Garde 11-12	Hackensack University Hospital	None
12/16/16	John Sterling Ryan Yaiser Tara Amanna	Grade 11-12	Ramapo College	None
1/11/17	Kimberly Seitter	Grade 6	Meadowlands Environmental Center	To be paid by students
5/4/17	Margie Maher Jeanne Hall	Grade 2	Meadowlands Environmental Center	To be paid by PTO & students
1/18/17	Barry McCann Sabina Albirt Wendy Hughes	Grades 7-12	Lincoln Center, NYC	To be paid by students

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

11-15-16-13 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the Revised Uniform State Memorandum of Agreement (2015) between education and law enforcement officials for the 2016/2017 school year.

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

11-15-16-14 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the District Goals for the 2016/2017 school year, as attached.

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

11-15-16-15 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the creation of the position Payroll Coordinator and the job description, as attached.

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

11-15-16-16 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the District Mentoring Plan for the 2016/2017 school year.

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

11-15-16-17 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves student #23315 to participate and represent BHS in Winter Indoor Track during the 2016/2017 school year. His mother Mrs. Cornelia Geraghty has volunteered to serve as his coach and to train, transport, and to cover all expenses involved at no cost to the district.

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

11-15-16-18 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves student #23318 to participate and represent BHS in Winter Indoor Track during the 2016/2017 school year. His mother Mrs. Nancy Draney has volunteered to serve as his coach and to train, transport, and to cover all expenses involved at no cost to the district.

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.

11-15-16-19 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the employment contract for **Vincent Varcadipane**, Interim Superintendent as approved by the Executive County Superintendent for a period commencing on October 24, 2016 through June 30, 2017.

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

11-15-16-20 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the Memorandum of Agreement between the Bogota Education Association and the Bogota Board of Education, as attached.

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

11-15-16-21 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board rescinds the appointment of **Vanessa Valdes** as a personal aide/classroom aide (resolution 9-20-16-66).

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

11-15-16-22 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board rescinds the appointment of **Lisa Williams** as an instructional aide (resolution 8-23-16-76).

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

11-15-16-23 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the appointment of **Diana Sanchez** as a personal aide/classroom aide at a salary of \$13.10 per hour for the 2016/2017 school year.

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

11-15-16-24 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the appointment of **Antoinette Ramirez** as a personal aide/classroom aide at a salary of \$13.10 per hour for the 2016/2017 school year.

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

11-15-16-25 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the appointment of **Michael Maldonado** as an instructional aide at a salary of \$18.00 per hour for the 2016/2017 school year.

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

11-15-16-26 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the appointment of **Stephanie Reyes** as a substitute teacher at a salary of \$85 per diem and a substitute classroom and/or special education aide at a salary of \$12.50 per hour for the 2016/2017 school year.

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

11-15-16-27 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the appointment of **Christina Minieri** as Assistant Girls Basketball Coach at a salary of Step 1 \$3,765 for the 2016/2017 school year.

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

11-15-16-28 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the appointment of **Marc Sinclair** as 7th/8th Grade Basketball Coach at a salary of Step 2 \$3,765 for the 2016/2017 school year.

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

11-15-16-29 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the appointment of **Christina Minieri** as Klaxon Editorial/H.S. Newspaper Co-advisor at a salary of Step 1 \$1,111 (1/2) for the 2016/2017 school year.

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

11-15-16-30 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the appointment of **Nikka Warner** as Payroll Coordinator at a salary of \$77,000 (prorated) effective January 1, 2017 or sooner for the remainder of the 2016/2017 school year.

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

11-15-16-31 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the appointment of **Elizabeth Ruiz** as Assistant Board Secretary for Board of Education Meetings at a Stipend of \$150 per meeting commencing on November 15, 2016 through June 30, 2017.

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

11-15-16-32 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the maternity leave of **Krista Barese DiGiacomo**, 1st grade Teacher at Steen School, as follows:

February 6, 2017 through May 9, 2017 using 3 personal days and 56 sick days *

May 10, 2017 through June 23, 2017, FMLA and NJFLA running concurrently.

*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

11-15-16-33 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the maternity leave of **Katherine Voellm**, 1st grade Teacher at Steen School, as follows:

March 24, 2017 through May 9, 2017 using 3 personal days and 23 sick days *

May 10, 2017 through June 23, 2017, FMLA and NJFLA running concurrently.

*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

11-15-16-34 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the FMLA of **Rosaura Bagolie**, Director of Special Services, effective November 10, 2016.

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

11-15-16-35 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the revision to the substitute teacher rates for the 2016/2017 school year as follows.

\$90 per diem– 60 credits

\$100 per diem – Bachelor’s Degree

\$110 per diem– Teaching Certificate

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

11-15-16-36 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board accepts with regret the resignation due to disability retirement of **Susan Barnes**, School Psychologist effective December 1, 2016.

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

11-15-16-37 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board accepts with regret the resignation of **Wendy Hughes** effective November 2, 2016 for her stipend positions and December 15, 2016 for her Music Aide position.

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

11-15-16-38 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board accepts with regret the resignation of **Veronica Gioffre**, Instructional Aide effective November 24, 2016.

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

FINANCE

11-15-16-39 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the payment of bills in the amount of \$797,909.68 dated November 15, 2016 as per the attached, which will become part of this resolution.

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

11-15-16-40 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, October 31, 2016 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

11-15-16-41 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 October in the amount of \$992,666.78 dated October 30, 2016 as attached, which shall be made a part of this resolution.

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

11-15-16-42 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools the Board approves the Report of the Secretary for the months of September 2016 and October 2016 as attached, which shall be made a part of this resolution.

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

11-15-16-43 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves Aide in Lieu, for transportation, for the following students attending Unity Charity School in Morris Township in the amount of \$884 per student for a total of \$3,536 for the 2016/2017 school year.

- Student #25636
- Student #26350
- Student #10301
- Student #26389

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

11-15-16-44 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves Aide in Lieu, for transportation, for Student #10908 attending Englewood on the Palisades Charter School in Englewood n Morris Township in the amount of \$884 for the 2016/2017 school year.

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

11-15-16-45 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves Elizabeth Weimer as the Treasurer of School Monies for the 2016/2017 school year at an annual fee of \$6450.

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

11-15-16-46 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves/ratifies the appointment of Dr. Gary Muccino/Valley Center for Family Medicine as the School Physician for the 2016/2017 school year, at an annual salary of \$12,500.

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

11-15-16-47 WHEREAS, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities as listed in the attached document for the various school facilities of Bogota Board of Education are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

NOW THEREFORE BE IT RESOLVED, that the Bogota Board of Education hereby authorizes the school business administrator to submit the attached Comprehensive Maintenance Plan for Bogota in compliance with Department of Education requirements.

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

11-15-16-48 BE IT RESOLVED, that, the Board approves Brovarone Law Firm for the 2016/2017 school year retroactive to July 1, 2016.

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

11-15-16-49 BE IT RESOLVED, that, the Board approves Auditor, Lerch, Vinci & Higgins for the 2016/2017 school year retroactive to July 1, 2016.

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

11-15-16-50 BE IT RESOLVED, that, the Board approves the contract with CCL Therapy, LLC to provide occupational therapy services on an as needed basis, as attached.

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 November 15, 2016, 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