

**BOARD OF EDUCATION  
MONTVALE, NEW JERSEY  
REGULAR PUBLIC BUSINESS MEETING MINUTES  
NOVEMBER 20, 2017**

The Board of Education of the Borough of Montvale, County of Bergen, State of New Jersey, entered Regular Public Meeting Session on Monday, November 20, 2017 in the Instructional Media Center of Fieldstone Middle School, Spring Valley Road, Montvale NJ. President Rossig called the meeting to order at 7:00 p.m. Roll call showed the following to be present: Mrs. Bagdat, Mrs. Baskin, Mr. Carvelli, Mr. DiFiore, Mrs. Foley, Mrs. McGauley-Eichhorn and Mr. Rossig. No trustees were absent. Also present were Dr. Petersen, Superintendent of Schools; Mrs. Wasserman, Board Secretary/Business Administrator; and no members of the public.

Mr. Rossig read the **Open Public Meetings announcement** as follows:

"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 Board of Education of the Borough of Montvale has caused notice of this meeting to be published by having the date, time and place thereof posted by Borough Hall/Montvale Public Library, the Board Secretary's Office, posted on the district web site, and such notice given to *THE RIDGEWOOD NEWS* and *THE RECORD*."

**COMMENTS BY THE BOARD PRESIDENT**

Mr. Rossig announced that no smoking is allowed and that pre-approval of audio or video recording by the public is required.

**PRIVATE SESSION**

**Mr. DiFiore introduced motion 4.1 as follows, which motion was seconded by Mr. Carvelli and was unanimously approved.**

Motion 4.1        **WHEREAS**, the Open Public Meetings Act and the Montvale Board of Education reserve the right within the constraints of State Law to sit in Private Executive Session, and

**WHEREAS**, there now exists a need for this Board of Education to meet in Executive Session, now therefore

**BE IT RESOLVED** that the Montvale Board of Education recess into Executive Session to discuss exempt matters as follows:

Superintendent's Report of Harassment, Intimidation, Bullying  
Personnel – Personnel Planning, New Hires, Stipends

**AND BE IT FURTHER RESOLVED** that the public will be informed

1. When the Board reconvenes to the Regular Meeting business portion of this meeting this evening; or
2. At a later date, undetermined at this time.

## **RECONVENE IN PUBLIC SESSION at 8:04 p.m.**

At 8:04 p.m. the Board returned to public session. Roll call showed the following to be present: Mrs. Bagdat, Mrs. Baskin, Mr. Carvelli, Mr. DiFiore, Mrs. Foley, Mrs. McGauley-Eichhorn and Mr. Rossig. No trustees were absent. Also present were Dr. Petersen, Superintendent of Schools; Mrs. Wasserman, Board Secretary/Business Administrator; and 30 members of the public. The Board President restated the open public meetings announcement and led those present in the Pledge of Allegiance. He welcomed the public and invited them to sign the attendance sheet, if they so chose. He announced that no smoking is allowed and that pre-approval of audio or video recording by the public is required.

## **SUPERINTENDENT'S REPORT**

**Superintendent's Report** – The Superintendent's office received an email that while the district was expected to have a QSAC review this school year, the district was deemed a high performing district and the State of New Jersey will not be coming to monitor the district. Dr. Petersen thanked the MEF for sponsoring another great Casino Night on November 17 and all those who participated and donated, it is estimated the MEF raised over \$20,000 from the event. The Regional Board of Education retreat will take place February 13, 2018 at Woodcliff Lake Middle School. Dr. Petersen wished everyone a happy Thanksgiving and took a moment to thank all stakeholders of the district for their support and partnerships.

**District Enrollment** - Total district enrollment in November is 997 students, up one from 996 in October. Memorial has 530 students and Fieldstone has 467 students.

### **Presentation – Fieldstone Quebec Trip by Madame Leon and Students**

Four students presented on the Fieldstone Quebec trip that took place over the NJEA break, November 9-12, 2017. Fifty-nine students traveled by bus to Quebec with Mrs. Leon and 4 other chaperones. The students shared their packed itinerary for the four days highlighting a visit to a sugar shack where they learned about maple syrup; a visit to a boulangerie; walking tour of Old Quebec; attending a hockey game of the Quebec City Remparts; a cooking workshop; shopping; and a visit to Montmorency Falls. One of the best parts of the trip was the amazing new foods the students tried. Students' highlighted the educational value of the trip included increased fluency of the language and learned about this history of Quebec City. Students really enjoyed the trip and thanked the Board and schools for enabling them this great opportunity. The students answered questions from the Board and meeting attendees

## **HEARING FROM THE PUBLIC ON AGENDA ITEMS**

No members of the public wished to be heard.

## PRESENTATIONS

**Mrs. Foley introduced motion 7.1, which motion was seconded by Mrs. Bagdat and was unanimously approved.**

## RECOGNITION OF TWENTY-FIVE YEARS OF SERVICE

*SUZANNE BURKEL*

Motion **WHEREAS**, Teacher, Suzanne Burkel has been in the service of the school  
7.1 district of the Borough of Montvale, County of Bergen, State of New Jersey, since  
September 30, 1992 and

**WHEREAS**, We who have been associated with her have enjoyed the benefits of her long and faithful service to the children of the Montvale School District, therefore be it

**RESOLVED**, That on behalf of the Montvale residents and the children of the Montvale Elementary School District, the Board and the Administration extend to her recognition of her twenty-five years of exemplary service, and be it further

**RESOLVED**, That this resolution be spread in full upon the minutes of this meeting, and a copy presented to her.

*Dr. Petersen congratulated Mrs. Burkel and shared a few words on her 25 years in the District. Mrs. Burkel also spoke of her experiences in the Montvale Schools.*

## RECESS FOR THE PURPOSE OF A RECEPTION FOR MRS. BURKEL AND THE STUDENT PRESENTERS

At 8:32 p.m. Mrs. Foley introduced a motion for the Board to recess for the purpose of a reception for the Board and members of the public to congratulate Mrs. Burkel and speak with the students more in depth regarding the Quebec Trip. The motion was seconded by Mrs. Bagdat and was unanimously approved.

The Board reconvened at 8:52 p.m. with all members present as noted above, as well as six members of the public.

## BOARD BUSINESS

**Mrs. McGauley-Eichhorn introduced motions 9.1 through 9.4, which motions were seconded by Mrs. Foley and were unanimously approved.**

*MINUTES*

Motion **RESOLVED**, that there be accepted, as written, the minutes of the following  
9.1 meetings:

October 16, 2017

October 23, 2017

*HARASSMENT, INTIMIDATION, BULLYING*

Motion **RESOLVED**, that there be affirmed the Superintendent of School's decisions

9.2 and resulting consequences, if any, in response to reported acts of harassment, intimidation and/or bullying as itemized in executive session.

*BOARD MEETING REORGANIZATION DATE 2018*

Motion **RESOLVED**, that there be approved the revised date for the annual  
9.3 Re-organization Meeting to be January 4, 2018.

*UNIFORM STATE MEMORANDUM OF AGREEMENT BETWEEN EDUCATION AND LAW ENFORCEMENT OFFICIALS AND MEMORANDUM OF UNDERSTANDING REGARDING LIVE STREAMING*

Motion **RESOLVED**, that there be approved for 2017-18 school year the Uniform State  
9.4 Memorandum of Agreement between Education and Law Enforcement Officials and a Memorandum of Understanding Regarding Live Streaming,

**AND BE IT FURTHER RESOLVED**, that the Superintendent and Board President be authorized to sign the Agreement on behalf of the district; and

**BE IT ALSO RESOLVED**, that the district maintain a law enforcement unit to be comprised of the building principal and a representative of the Montvale Police Department.

**EDUCATION COMMITTEE**

**Mrs. Baskin introduced motion 10.1 through 10.17, which motions were seconded by Mrs. McGauley-Eichhorn. On a roll call vote, all members present voted Aye.**

*NEW CONTRACT AWARD - MONTVALE CHILD CARE (MCC)*

Motion **RESOLVED**, that there be approved an award of contract, subject to Chapter 116,  
10.1 P.L. 1986, to Ethan Lewis, MCC Teacher Aide for the Child Care Program, with compensation of \$10.00 per hour, for the period November 21, 2017 through June 30, 2018.

*ADDITIONAL COMPENSATION*

Motion **RESOLVED**, that Ellen Nowak be compensated to provide student instructional  
10.2 support during an additional period per week, for the remainder of the 2017-2018 school year with compensation at Ms. Nowak's current hourly rate.

*LEAVE OF ABSENCE*

Motion **RESOLVED**, that there be approved a one day unpaid leave of absence for  
10.3 personal reasons to Donna Simon on November 22, 2017.

*CAMP RASPBERRY TEACHING ASSISTANT*

Motion **RESOLVED**, that there be approved additional compensation for supervising  
10.4 a student attending Camp Raspberry to Karen Kennedy, teaching assistant, from 9:00am to 12:00 noon at her current hourly rate on November 18, 2017.

*RESCIND MOTION 9.12 FROM MEETING OF SEPTMEBER 18, 2017*

Motion **RESOLVED**, that Motion 9.12 from the Montvale Board of Education Meeting

10.5 dated September 18, 2017 be rescinded. The motion employed Darlene Gonzalez as Curriculum Facilitator for World Language to support Study Skills for an annual stipend of \$2,500.

*ALTERNATIVE COURSE STIPEND*

Motion **RESOLVED**, that Darlene Gonzalez be awarded a stipend for creating the curriculum and managing an alternative world language study skills course for students at Fieldstone Middle School. The stipend is \$2,500 reflecting 68 periods of work over the course of the school year, which is based on Ms. Gonzalez’s per period salary.

*IN-HOUSE SUBSTITUTE*

Motion **RESOLVED**, that there be approved employment to Donna Myhre, Fieldstone Middle School Part Time Math Teacher, as an In-House Substitute Teacher for the 2017-2018 school year.

*TEAM LEADERS/GRADE LEVEL CHAIRPERSONS*

Motion **RESOLVED**, that there be approved the appointment of the following staff members as Team Leaders/Grade Level Chairpersons for the 2017-18 school year with compensation as noted:

Grade Seven	Meghan Ferreira/Victor Conti to share the responsibility from 9/1/17 – 12/30/17	\$ 210 ea.
Grade Seven	Victor Conti solely from 1/1/18 – 6/30/18	\$ 630

*RESIGNATION*

Motion **RESOLVED**, that there be accepted, the resignation of Diane Donovan, 10.9 P/T LPN, effective December 22, 2017

*CHAPERONES FOR QUEBEC TRIP*

Motion **RESOLVED**, that there be approved compensation to the following staff, 10.10 members to be chaperones for the Quebec trip held on November 9-12, 2017 with compensation as per the Board/MEA Agreement:

Amy Leon	Lauren Carcich
Victor Conti	Hope Shaw

*CHAPERONES – WINTER CONCERTS*

Motion **RESOLVED**, that there be approved compensation to the following list of staff 10.11 members to be chaperones for the 2017 winter concerts with compensation as per the Board/MEA Agreement:

<b>Memorial Elementary School Winter Concert - December 14, 2017</b>	<b>Fieldstone Middle School Winter Concert - December 7, 2017</b>
Lindsey Jachens	Sean Boyle
Erica Ripston	Rich Jopp
	Ed Hasse
	Donna Simon

*COOPERATIVE TEACHING EXPERIENCE*

Motion **RESOLVED**, that there be approved cooperative teaching experiences as follows:  
10.12

Student	School	Co-operating Teacher	Start Date
Debra Sunshine	Bergen Community - New Pathways to Teaching	Fieldstone Middle School	1/2018 – 5/2018 (4 hours in special education)

*SPECIAL EDUCATION CLINICIAN*

Motion **RESOLVED**, that Mr. Joseph J. Cafaro, School Psychologist be approved to  
10.13 provide services as required by the Child Study Team and student Individual  
Education Programs for the 2017-2018 school year at a rate of \$400/evaluation.

*FIELD TRIP DESTINATION*

Motion **RESOLVED**, that there be approved the following locations as destinations  
10.14 for educational field trips during the 2017-2018 school year:

Buehler Challenger Space Center in Paramus  
The Neil Simon Theater in New York City

*COMPENSATION FOR LOST PREP TIME*

Motion **RESOLVED**, that there be approved compensation to the following for loss of  
10.15 preparation periods with compensation as per the Board/MEA Agreement:

Lindsay Alvarez	September 20, 2017; October 10, 2017; October 17, 2017	\$ 60.00
Suzanne Burkel	October 17, 2017; October 10, 2017	\$ 40.00
Laurie D’Amaro	October 18, 2017	\$ 20.00
Kristian Diore	October 17, 2017; October 18, 2017; October 10, 2017	\$ 60.00
Patrice Edelstein	October 18, 2017; October 20, 2017	\$ 40.00
Bernadette Ficarra-Morello	October 18, 2017; October 16, 2017	\$ 40.00
Jessica Gutierrez	October 18, 2017	\$ 20.00
Amy Hasenecz	October 16, 2017	\$ 20.00
Deborah Katz	October 18, 2017; October 17, 2017; October 16, 2017; October 10, 2017	\$ 80.00
Briann Lafty	October 18, 2017; September 25, 2017	\$ 40.00
Diane Magarelli	October 17, 2017	\$ 20.00
Karen Matesic	October 18, 2017; October 20, 2017	\$ 40.00
Maureen McLaughlin	October 17, 2017; October 4, 2017	\$ 40.00
Amy Miller	October 18, 2017	\$ 20.00

Lisa Neville	October 11, 2017; October 16, 2017; October 25, 2017	\$ 60.00
Kellie Rhatigan	October 18, 2017	\$ 20.00
Erica Ripston	October 17, 2017	\$ 20.00
Haley Schrek	October 17, 2017; October 10, 2017	\$ 40.00
Katherine Walker	October 18, 2017; October 16, 2017	\$ 40.00
Ashley Worthington	September 28, 2017; October 18, 2017	\$ 40.00
Marlene Wynkoop	October 20, 2017; October 18, 2017	\$ 40.00
Karen Doran	October 16, 2017	\$ 20.00
Carol Pittarelli	October 17, 2017	\$ 20.00
Nicole Damion	September 28, 2017; October 6, 2017; October 13, 2017; October 20, 2017	\$ 80.00
John McGinley	October 27, 2017; November 13, 2017	\$ 40.00
Amanda Hough	October 2, 4, 6, 11, 13, 16, 18, 20 23, 25, 30, 2017	\$220.00
Carol Pittarelli	October 30, 2017	\$ 20.00
Lauren Carcich	October 3, 5, 10, 12, 17 19, 23, 24, 26, 27, 31, 2017	\$220.00
Donna Simon	October 30, 2017	\$ 20.00
Bonnie Faiella	November 15, 2017	\$ 20.00
Joan Bain	October 23, 2017	\$ 20.00
Clarisse Nicol	November 15, 2017	\$ 20.00
Lisa DiCairano	November 13, 2017	\$ 20.00
Stephanie Alboum	November 13, 2017	\$ 20.00
Jillian Diamond	November 14, 2017	\$ 20.00

**EDUCATIONAL TRAVEL**

Motion 10.16 **WHEREAS**, the Board of Education is required pursuant to N.J.S.A. 18A:11-12 to adopt policy and approve travel expenditures by district employees and board members using local, State, or Federal funds to ensure that travel is educationally necessary and fiscally prudent; and

**WHEREAS**, the Board of Education acknowledges that on-going professional development is critical to the instructional needs of the district or may further the efficient operation of the school district, and providing said training may require travel expenses;

**THEREFORE BE IT RESOLVED**, that the Board authorize employee and Board Member attendance in informational programs directly related to, and within the scope of the listed job title’s current responsibilities, and/or training opportunities as follows with payment of expenses, if applicable, based on the federal travel

regulations provided that such expenses are within the annual maximum travel expenditure amount:

Date	Employee	Workshop	Cost (Not to Exceed)
12/13/17	Parks, Erik	NGSS Round Table for Administrators	\$30.00
12/19/17	Bores, Joyce	3:1 Model - Region V Workshop	\$2.00

**NEW CONTRACT AWARD – HOME INSTRUCTOR**

Motion **RESOLVED**, that there be approved employment to Shannon Rodenberg, as Home Instructor, subject to Chapter 116, P.L. 1986 in the Montvale Public Schools during the 2017-18 school year, effective November 21, 2017, with compensation at the Board approved rate.

**FINANCE COMMITTEE**

**Mr. Carvelli introduced motions 11.1 through 11.6, which motions were seconded by Mrs. Baskin. On a roll call vote, all members present voted Aye.**

**VOUCHER PAYMENTS**

Motion **RESOLVED**, that there be approved/ratified for payment vouchers in the total amount of \$1,514,963.59 as follows:

**General Fund**

Appendix “A”	Manual Checks for 10/13 and 10/30 Payrolls and State Health Benefits	\$1,238,365.49
Appendix “A-1”	Checks #8556-8640	\$274,422.10

**Student Activities Fund**

Appendix “A-2”	Checks #2240-2247	\$2,176.00
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**APPROPRIATION TRANSFERS**

Motion **RESOLVED**, that there be approved line item appropriation transfers to the 2017-18 budget as follows:

From	Account	To	Account	Amount	Explanation
11-000-216-320-1-00	Speech Prof Services	11-000-217-320-5-00	Extraord Serv Purchase	\$10,000	Additional ABA Services
11-000-216-100-1-01	Speech Teacher Salaries	11-000-219-104-1-05	CST Summer Salaries	\$5,200	Summer Hours
11-000-222-300-2-00	Library Software FMS	11-000-222-600-2-00	Library Supplies FMS	\$200	Supplies
11-000-270-511-1-00	Local Reg Ed Busing	11-000-270-515-5-00	Special Ed Transportation	\$2,500	Busing
11-190-100-610-2-14	Fieldstone Math	11-190-100-610-2-15	Fieldstone Science	\$3,500	School Requested Transfer
11-190-100-610-2-51	FMS Furniture	11-190-100-610-2-23	Fieldstone Industrial Arts	\$500	Supplies

**BOARD CERTIFICATION – SEPTEMBER**

Motion **RESOLVED**, that the Montvale Board of Education approve the following reports as of September 20, 2017: The Board Secretary Report and The Cash Report, attached as Appendix “B” to the minutes of this meeting..

Motion **RESOLVED**, that pursuant to N.J.A.C. 6A:23-2.11 [c]4, the Montvale Board of Education certifies that as of September 30, 2017, after review of the Board Secretary's monthly financial reports [appropriations section], and upon consultation



with the appropriate district official, to the best of our knowledge, no major account or fund has been over-expended in violation N.J.A.C. 6A:23-2.11(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

*VENDING MACHINE – MEMORIAL ELEMENTARY SCHOOL FACULTY ROOM*

Motion **RESOLVED**, that the Montvale Board of Education enter into an agreement for  
11.5 the placement of one Healthy Vending Machine in the Memorial Elementary School Faculty Room with BLS Industries per the attached agreement.

*ADDITIONAL STATE AID - DISTRICT ACCOUNTING, PAYROLL and PERSONEL SOFTWARE*

Motion **RESOLVED**, that the Montvale Board of Education approve the appropriation of  
11.6 additional State aid awarded to the District in the amount of \$38,692 to the 2017-2018 school district budget to be used for district accounting, payroll and personnel software in budget line 11-000-251-330-1-00.

**FACILITIES AND TRANSPORTATION**

**Mr. DiFiore introduced motions 12.1 through 12.3, which motions were seconded by Mrs. Baskin. On a roll call vote, all members present voted Aye.**

*BUS EVACUATION DRILLS (Motions 12.1; 12.2; 12.3)*

Motion **WHEREAS**, the Department of Education requires New Jersey School Districts  
12.1 to conduct bus drills for transported students , The Montvale Public School conducted Bus Drills before school on Thursday, November 2, 2017 for bus routes numbers 4, 5, 6, and 8 at Fieldstone Middle School and bus routes 1, 2, 3 and 7 at Memorial Elementary School, in accordance with the New Jersey Administrative Code (NJAC 6A:27-11.2). The bus drills were supervised by the school Principals, and Assistant Principals.

Motion **WHEREAS**, the Department of Education requires New Jersey School Districts  
12.2 to conduct bus drills for all students, The Montvale Public School conducted Bus Drills during school on Friday, November 3, 2017 at Memorial Elementary School for all students, in accordance with the New Jersey Administrative Code (NJAC 6A:27-11.2). The bus drills were supervised by the expressive arts teaching staff.

Motion **WHEREAS**, the Department of Education requires New Jersey School Districts  
12.3 to conduct bus drills for all students, The Montvale Public School conducted Bus Drills during school on Tuesday, November 7, 2017 at Fieldstone Middle School for all students, in accordance with the New Jersey Administrative Code (NJAC 6A:27-11.2). The bus drills were supervised by the school Principal and Assistant Principal.

**COMMITTEE REPORTS**

No recent committee meetings took place, so there were no committee reports

## **BOARD MEMBER REPORTS/COMMENTS**

Mr. DiFiore shared that the Casino Night was a great event. Mrs. Foley also complimented the MEF for the success of the event. The fact that lots of new Memorial parents were in attendance was noted and appreciated.

Mr. Rossig attended the NJSBA Delegate Assembly this past weekend. Mr. Rossig shared what was discussed at the meeting including updates to the NJSBA strategic plan, the organization's focus on partnerships, effective governance, and new and revised programs for Board trustees. Three resolutions were presented, two were passed on state funding not being reduced after being announced and special education financing, but one on charter schools did not carry.

Mr. Rossig mentioned a recent news article highlighting that fewer candidates tend to be running to become trustees on school boards. It made Mr. Rossig think what a great board we have here in Montvale. Mr. Rossig congratulated the Mrs. Baskin, Mr. Carvelli, and Mrs. McGauley-Eichhorn on their re-elections to the Board.

Mrs. Bagdat highlighted the upcoming Hills Valley Coalition presentation on the movie Screenagers followed by a Q&A. As this event takes place December 5, the same night as the Fieldstone Winter Concert. Dr. Petersen informed everyone that the movie will be presented another time at Franklin Lakes Middle School and it was open to the public.

## **COMMUNICATIONS**

No communications were shared

## **OLD BUSINESS**

Mrs. Wasserman followed up with Mr. DiFiore about the ants he recently asked about noting the ants were attributed to juice on the bottom of a garbage can. The can was cleaned and no further ants were seen.

Mr. DiFiore asked about the progress with security access for MCC at Fieldstone. Dr. Petersen shared that administration is speaking with vendors about options and pricing.

Mr. DiFiore asked about Memorial school, now that all staff and students returned to their classrooms following the pipe leak. Mrs. Wasserman updated the board on the rebuilding process underway.

Mrs. Foley asked about a recent gas smell at Fieldstone. Mrs. Wasserman reported it was a one-time event a few weeks ago.

## **NEW BUSINESS**

Mr. Rossig asked if Dr. Petersen could ask the guidance counselors to present to the board on student wellness.

Mr. Carvelli asked Dr. Petersen if the Board could invite the school principals and assistant principals to provide updates to the BOE on recent events.

**HEARING FROM THE PUBLIC**

No members of the public wished to be heard.

**MOTION TO ADJOURN**

**Mrs. Bagdat introduced motion 19.1 as follows, which motion was seconded by Mr. DiFiore and passed unanimously.**

Motion **RESOLVED**, that this meeting be adjourned at 9:31 p.m.  
19.1

Respectfully submitted,

Andrea Wasserman  
Board Secretary