

**BOARD OF EDUCATION
MONTVALE, NEW JERSEY
WORKSESSION MEETING MINUTES
DECEMBER 11, 2017**

The Board of Education of the Borough of Montvale, County of Bergen, State of New Jersey, entered Regular Public Meeting Session on Monday, December 11, 2017 in the Instructional Media Center of Fieldstone Middle School, Spring Valley Road, Montvale NJ. President Rossig called the meeting to order at 7:40 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 and Mrs. Wasserman, Board Secretary/Business Administrator.

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

Mrs. McGauley-Eichhorn introduced motion 4.1 as follows, which motion was seconded by Mrs. Bagdat 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 – New Hires, Employee Stipends, Salary Guide Advancement,
Transfers

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 8:11 p.m.

At 8:11 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 1 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 – Dr. Petersen attended the first joint PTO/MEF meeting which was well attended. Both organizations discussed events and school administration provided the meeting attendees with updates on what's taking place at both Memorial and Fieldstone. Dr. Petersen also represented the schools when he attended the Borough of Montvale's holiday party at the senior citizen center, it was a very nice event. Dr. Petersen congratulated Mr. Doherty and the Fieldstone Robotics team for qualifying and participating in the state championship, which proved to be a great learning experience for the team. The Fieldstone Winter Concert occurred on December 7 and was great! Mr. Quaranto and Dr. Sommer conducted a very high level performance. The Memorial Winter Concert will take place on December 14. Both schools collected foods for the Tri-Boro pantry in Park Ridge, the donations were sizable! The Pascack Valley schools are showing a documentary called "Screenagers" to the students and providing opportunities for parents/guardians to see the film as well. Montvale families viewed Screenagers on Dec 11. The documentary is leading to interesting conversations both at school and at home. Lastly, Dr. Petersen submitted the Board's policies to New Jersey School Boards for a wellness check.

District Enrollment: Enrollment at Memorial is 529, down 1 from November, and enrollment at Fieldstone is 469, up 2. Total district enrollment is 998 students, compared to 997 last month.

HEARING FROM THE PUBLIC ON AGENDA ITEMS

No members of the public wished to be heard.

BOARD BUSINESS

The board discussed and approved placement on the upcoming Board agenda of the following:

Minutes – The draft minutes of the following meetings were available for review and comment:
November 13, 2017
November 20, 2017

Equivalency Application – The upcoming agenda will include a motion for the submission of an equivalency application under 6A:5 where the Montvale School District is requesting relief from having to complete the Quality Single Accountability Continuum (QSAC) District Performance Review (DPR) and from undergoing QSAC monitoring.

School Calendar 2018-2019 – Two drafts of the 2018-2019 district calendar were available. The Board reviewed the proposed calendars and the MEA is reviewing them as well. The calendar for 2018-2019 will either be presented at the upcoming BOE meetings in December or January.

Board Meeting Calendar 2018 – Attached for review and discussion are possible meeting dates for the 2018 year. The calendar would be adopted at the re-organization meeting in January. Mrs. McGauley-Eichhorn requested some meetings be hosted at Memorial.

PRESENTATIONS & RECOGNITIONS

New Jersey Association of School Librarians Conference – Geralyn Westervelt served on two conference committees for the New Jersey Association of School Librarians conference that took place November 16 and 17, 2017. The committees were the NJASL Engagement Session Committee and the Facilitator Committee. The Board president thanked Mrs. Westervelt for representing the Montvale schools and for her participation on the two committees.

FINANCE COMMITTEE

The board discussed and approved placement on the upcoming Board agenda of the following:

Voucher Payments – The following voucher checks have been processed:

General Fund

Checks #8170 & 8641; Book Transfers for 11/15 & 11/30 Payrolls;	\$1,444,021.77
Wire Transfers for State Health Benefits, Interest & Principal Payments on Bonds	
Student Activities Checks #2248-2269	\$7,618.87
Void Check #8635	-\$325.00

In addition, a list of checks issued December 18, 2017 will be presented on the public meeting agenda.

Appropriation Transfers – The following transfers to the 2017-18 school year budget are recommended:

From	Account	To	Account	Amount	Explanation
11-000-230-600-1-42	Supt Office Supplies	11-000-230-610-1-43	Admin Supplies BOE	\$1,000	Reallocation of BOE expenses
11-000-266-420-1-62	Security Services FMS	11-000-266-610-1-62	Security Supplies - FMS	\$500	School security supplies

Board Secretary’s and Cash Reports – The financial statements for the month of October 2017 are enclosed for review and action at the public meeting.

Annual Audit – The district’s auditor has completed the Comprehensive Annual Financial Report and Auditors Management Report for the year ended June 30, 2017. The Synopsis is attached for review. At the public business meeting on December 18, the reports will be presented for action. Mrs. Wasserman reviewed the Synopsis, AMR, and CAFR with the Board trustees.

Budget Calendar – Attached for review and discussion is the Budget Calendar for the 2018-2019 school year.

Contract/Agreement Renewals – The upcoming board agenda will include motions to continue offering employees flexible spending plans with AFLAC and a contract renewal with Educational Data Services for school supplies procurement and Right to Know Services.

FACILITES AND TRANSPORATION

The board discussed and approved placement on the upcoming Board agenda of the following:

Memorial 1st/2nd Grades Wing Hallway – The upcoming agenda will include motions to accept proposals with contractors for the removal of the existing hallway tiles, retiling, and installation of molding throughout the hallway impacted by the Memorial water leak. Mrs. Wasserman updated the board on the continued actions following the water leak in the Memorial 1st/2nd grade wing.

Field License Agreement with the Borough of Montvale – The upcoming agenda will include a motion to renew the Field License Agreement with the Borough of Montvale. The Board members reviewed and discussed the current license.

COMMITTEE REPORTS

No committee reports were shared at this time.

BOARD MEMBER REPORTS/COMMENTS

Mr. DiFiore and Mr. Carvelli attended the joint PTO/MEF meeting. They noted it was the first joint meeting and the first time a PTO meeting occurred in the evening. It was great to be able to participate in the meeting and see how the two organizations operate.

Mr. DiFiore attended the Fieldstone Winter Concert and said it was great. Other Board members who attended the concert concurred it was an excellent event.

Mr. DiFiore attended the Jets game with the Montvale PTO. He shared that it was a fun experience, there were many attendees from Montvale and the Montvale participants were able to go on the field which was a great experience.

Mrs. McGauley-Eichhorn thanked Dr. Petersen for attending the Montvale Borough holiday community event.

Mr. Carvelli noted the Borough is installing a digital sign in front of the firehouse on Memorial drive. He asked where the district stood on installing a sign in front of Memorial and if the district would want to share a sign with the Borough. Dr. Petersen shared that the district had investigated installing a sign but the cost is currently substantial. Dr. Petersen did speak with other schools about coordinating on installations but there was not substantial savings to be realized. The board members discussed the purpose of a digital sign and if it makes sense to share a sign with the Borough.

Mr. Carvelli asked if parking was allowed by school at the Memorial community entrance. Parking is not allowed there and if anyone sees cars parked, it should be immediately reported to the police.

Mr. Carvelli asked for an update on the field reurfing project being conducted by the Borough behind Fieldstone. Mrs. Wasserman shared the progress that has been observed.

Mr. Rossig thanked Mr. Marshall for putting a new light up in front of the school.

COMMUNICATIONS

No communications were shared.

OLD BUSINESS

Mrs. Wasserman reported that district administration had reviewed options for installing a door ringer and communication device at the MCC Fieldstone door. A solution was identified and ordered to be installed during December.

Mr. DiFiore asked if the district was compliant with the new CO2 detectors regulations. Mrs. Wasserman reported the Mr. Marshall installed carbon dioxide detectors and he was in communication with the local fire department regarding their understanding of the regulations.

NEW BUSINESS

Mr. DiFiore shared with Dr. Petersen information on an AV vendor.

HEARING FROM THE PUBLIC

No members of the public wished to be heard.

MOTION TO ADJOURN

Mr. DiFiore introduced motion 21.1 as follows, which motion was seconded by Mrs. Baskin and passed unanimously.

Motion **RESOLVED**, that this meeting be adjourned at 9:51 p.m.
21.1

Respectfully submitted,

Andrea Wasserman
Board Secretary