

**BOARD OF EDUCATION
MONTVALE, NEW JERSEY**

**REGULAR PUBLIC BUSINESS MEETING MINUTES
JANUARY 16, 2017**

The Board of Education of the Borough of Montvale, County of Bergen, State of New Jersey, entered Regular Public Meeting Session on Monday, January 16, 2017 in the Instructional Media Center of Fieldstone Middle School, Spring Valley Road, Montvale NJ. President Rossig called the meeting to order at 6:00 p.m. Roll call showed the following to be present: Mrs. Bagdat, Mrs. Baskin, Mr. Carvelli, Mr. DiFiore, Mrs. Foley, and Mr. Rossig. Mrs. McGauley-Eichhorn was 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. Carvelli introduced motion 4.1 as follows, which motion was seconded by Mr. DiFiore 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;
and Affirmative Action Hearing
Personnel – New Hires, Employee Stipends, Leave Requests, Mid-Year Evaluations, Resignations

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 8:08 p.m.

At 8:16 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 and Mr. Rossig. Mrs. McGauley-Eichhorn was absent. Also present were Dr. Petersen, Superintendent of Schools; Mrs. Wasserman, Board Secretary/Business Administrator; and 3 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

Dr. Petersen noted January is School Board recognition month, and expressed his thanks to the Montvale Board and congratulated President Rossig and Vice President McGauley Eichorn on their roles. Dr. Petersen thanked all the Board Trustees for their dedication and support to the schools.

The Teachers of the year were recently announced and Dr. Petersen expressed his congratulations to Mrs. Laura Simpson, Extended Instruction Support (EIS) Teacher at Memorial and to Mr. Sean Boyle, 6th Grade ELA Teacher at Fieldstone.

Mr. Parks presented a grant request to the MEF on SWVL robots which was approved and is on the agenda for tonight. Dr. Petersen explain SWVL robots are a tool for staff and students to be reflective on what they do in the classroom, an opportunity for feedback and self-reflection. Thanks to the MEF for approving the grant.

Dr. Petersen shared that today was a staff Professional Development (PD) day and there were many interesting topics and opportunities for staff to learn throughout the day. There was also sharing of PD opportunities among the schools in the Pascack Valley. In the afternoon, there was time allotted for teachers to work with their teams. Thanks to Mr. Parks and the DEAC for all their efforts around the day.

Upcoming events include the following:

- 1/31/17 presentation at Pascack Valley High School by Jessica Lahey of her book The Gift of Failure.
- 1/28/17 Harlem Wizards event sponsored by the MEF
- 2/1/17 Regional Board of Education Retreat at Woodcliff Lake Middle School.
- Ongoing Kindergarten registration.

Enrollment: 514 students at Memorial (increase of +2), and 483 students at Fieldstone (no change), for a total of 997 from 995 in the prior report.

HEARING FROM THE PUBLIC ON AGENDA ITEMS

No members of the public wished to be heard.

work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators such as the National Assessment of Educational Progress scores, and the preparation for college through advanced placement offerings and SAT assessments; Now, therefore, be it

RESOLVED, That the Montvale Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2017 as SCHOOL BOARD RECOGNITION MONTH; and be it further

RESOLVED, That the Montvale Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the advancement of our children's education.

EDUCATION COMMITTEE

Mrs. Baskin introduced motions 9.1 through 9.11, which motions were seconded by Mrs. Bagdat. On a roll call vote, all members present voted Aye.

SUBSTITUTE AWARD

Motion **RESOLVED**, that Geralyn Ruvo be approved as Substitute Secretary and
9.1 Substitute Teaching Assistant effective January 17, 2017 through June 30, 2017

TEACHING ASSISTANT CONTRACT AWARD

Motion **RESOLVED**, that there be approved an award of contact, to Maria Karsos,
9.2 Teaching Assistant with compensation of \$13.50 per hour, for the period January 17, 2017 through June 30, 2017, subject to continued student need.

ADDITIONAL COMPENSATION

Motion **RESOLVED**, that there be additional compensation award for the following
9.3 responsibilities:

Name	Compensation	Dates	Responsibility
Carol Pittarelli	\$35/hr.	January 16, 2017 – Not to exceed 6 hours	Preparation/Presentation for Professional Development Day on January 17, 2017
Jillian Marsigliano	\$35/hr.	January 16, 2017 – Not to exceed 6 hours	Preparation/Presentation for Professional Development Day on

UNPAID LEAVE (FAMILY LEAVE ACT)

N. FASANO

Motion **RESOLVED**, that there be approved an unpaid child rearing leave of absence
 9.4 under the NJ State Family Leave Act for Nina Fasano on or about May 24 through
 October 24, 2017.

BILINGUAL SERVICES

Motion **RESOLVED**, that Marian Silverstein be approved to provide bilingual services
 9.5 to the district for the 2016-17 school year at a rate of \$65 per hour.

COMPENSATION FOR LOST PREP TIME

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

Whitney Rubin	January 3, 2017	\$20.00
Amanda Hough	November 1, 2, 3, 4 November 7, 8, 9 November 15, 16, 17, 18 November 21, 23, 28	\$280.00
Jack Sherick	December 13, 2016 December 14, 2016	\$40.00
Amy Hennessy	December 13, 2016 December 15, 2016 December 6, 2016 December 14, 2016	\$80.00
Amy Hasenecz	November 29, 2016	\$20.00
Lindsey Jachens	November 29, 2016	\$20.00
Deborah Katz	December 16, 2016	\$20.00
Joan Bain	December 16, 2016	\$20.00
Jill Diamond	December 20, 2016 December 21, 2016	\$40.00
Karen Doran	December 22, 2016	\$20.00
Meghan Ferreira	December 14, 2016	\$20.00
Amy Leon	December 16, 2016	\$20.00
Karen Doran	December 16, 2016	\$20.00

LEAVE WITHOUT PAY

Motion **RESOLVED**, that there be approved a one day unpaid leave of absence for
 9.7 personal reasons to Jackie McLoughlin on December 23, 2016.

RESIGNATIONS

Motion **RESOLVED**, that there be accepted the resignation of Alexandria Conforth,
 9.8 Grade 4 Teaching Assistant, effective January 9, 2017.

Motion **RESOLVED**, that there be accepted the resignation of Sinead Samuel, Assistant
 9.9 Fieldstone Middle School Drama Advisor, effective immediately.

OUT-OF-DISTRICT PLACEMENT AIDE

Motion **RESOLVED**, that there be approved a contract with Northern Valley
9.10 Regional High School District (Valley Program) for a one-to one aide for
an out of district placement, effective October 24, 2016 through June 30, 2017

EDUCATIONAL TRAVEL

Motion **WHEREAS**, the Board of Education is required pursuant to N.J.S.A. 18A:11-12 to
9.11 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)
11/15/16	Aliprantis, Anthony	Visit to Calhoun School	\$38.70
2/23/17	Lewandosky, Patricia	NJASBO/Pensions Update	\$110.05
2/23/17	Wasserman, Andrea	NJASBO/Pensions Update	\$110.05
2/14/17	McGauley-Eichhorn, Debra	NJ School Boards President Meeting	\$80.00

FINANCE COMMITTEE:

**Mr. DiFiore introduced motions 10.1 through 10.7, which motions were seconded by
Mr. Carvelli. 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
10.1 amount of \$240,625.19 as follows:

General Fund

Appendix “A”	Checks #7369-7463	\$235,777.11
Appendix “A-1”	Void Check #7433	-\$54.49

Student Activities Fund

Appendix “A-2”	Checks #2081-2093	\$4,902.57
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APPROPRIATION TRANSFERS

Motion **RESOLVED**, that there be approved line item appropriation transfers to the 10.2 2016-17 budget as follows:

From	Account	To	Account	Amount	Explanation
11-000-221-320-1-34	Curriculum Services	11-000-221-500-1-00	Travel PD Curric	\$1,000	PD Dir Curriculum
11-000-222-600-2-00	Other Libr Matls - FMS	11-000-222-600-2-38	Library Books - FMS	\$50	Library Materials
11-000-223-320-1-40	Consultants	11-000-223-580-1-34	IR/CT Conf/R&D/M	\$50	Staff Development Costs
11-000-223-320-1-40	Consultants	11-000-223-600-1-00	Instr Staff Training Supps	\$250	Staff Development Costs
11-000-230-600-1-42	Supt Off Supplies	11-000-230-339-1-00	Agcy Risk Mgr Audit Treas	\$850	Financial Consultant
11-000-240-580-2-00	Travel FMS Principal	11-000-240-580-2-45	Dues FMS Principal	\$500	PD Principal
11-000-261-420-4-63	MS Contr Svcs Maint	11-000-261-420-4-62	FMS Contr Svcs Maint	\$10,000	Maintenance Services
11-000-262-610-4-46	Janitorial Supplies	11-000-262-580-4-00	Ahera Trng/Prof Dev	\$500	PD B&G
11-000-263-420-4-62	Grounds	11-000-263-420-4-63	Grounds	\$2,000	Grounds Services
11-000-266-610-1-62	Security Supplies FMS	11-000-266-420-1-62	Security Cont Services	\$500	Access Systems
11-213-100-610-5-52	New Equip - Resource	11-213-100-610-2-11	Resouce Ctr FMS	\$250	Resource Room Supplies
11-213-100-610-5-52	New Equip - Resource	11-213-100-610-3-11	Resouce Ctr MS	\$50	Resource Room Supplies

BOARD CERTIFICATION

Motion **RESOLVED**, that pursuant to N.J.A.C. 6A:23-2.11 [c]4, the Montvale Board of Education certifies that as of November 30, 2016, 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.

The reports of the Board Secretary including cash receipts, and the report of the student activities fund for the month of November 2016 are attached as appendix "B" to the minutes of this meeting.

EMPLOYEE BENEFITS/FLEXIBLE SPENDING PLANS

AFLAC

Motion **RESOLVED**, that AFLAC be authorized to provide flexible spending plans through payroll deductions for Montvale Board of Education employees at no cost to the Board for the period February 1, 2017 through January 31, 2018.

TAX ANNUITY SHELTER PROGRAM PROVIDER (403b)

Motion **WHEREAS**, the District, heretofore has maintained the Montvale School District 10.5 403(b) (“the Plan”) for the benefit of its eligible employees; and

WHEREAS, the District has reserved the right to amend the Plan at any time; and

WHEREAS, the Board of Education of the District has determined that it would be in the best interests of the district to amend the Plan; now therefore be it

RESOLVED, that the Plan shall be amended to add Security Benefit as an approved vendor effective as soon as administratively possible after the signature date,

AND BE IT FURTHER RESOLVED, that the officers of the District hereby are authorized to execute such documents and to take other additional actions as they shall deem necessary or appropriate to effect the foregoing resolutions.

DONATION – MONTVALE PARENT TEACHER ORGANIZATION & MONTVALE ATHLETIC LEAGUE

Motion 10.6 **RESOLVED**, that there be accepted with appreciation the following donation of four ELKAY Bottle Filling Stations along with twelve filters and their installation at the Memorial Elementary School for a total cost of \$6,734,

AND BE IT FURTHER RESOLVED, that the Board Secretary send a letter of thanks on behalf of the Board for this generous donation.

DONATION-MONTVALE EDUCATIONAL FOUNDATION

Motion 10.7 **RESOLVED**, that there be accepted with appreciation a donation of \$2,792 from the Montvale Educational Foundation for the “Utilizing Swivl Robots to Enhance Instruction and Learning” grant; MEF grant number PNG #382,

AND BE IT FURTHER RESOLVED, that the Board Secretary send a letter of thanks on behalf of the Board for this generous donation.

COMMITTEE REPORTS

No committee meetings to be reported at this time

BOARD MEMBER REPORTS/COMMENTS

Mrs. Foley reported that she attended the three day new board member orientation. It was a good experience, a lot of information was shared, and overall it was very useful. Following a discussion, it was noted that all Board members would like additional education on finance in general.

Mrs. Baskin attended the recent PTO meeting. She shared that is always wonderful to hear all the terrific fundraisers the PTO sponsors. Memorial yearbook is a new fundraiser this year and the children very excited about this.

Mrs. Foley attended the recent MEF meeting, and noted the discussion by Dr. Petersen during his Superintendent’s report earlier in the evening.

OLD BUSINESS

No old business was discussed.

NEW BUSINESS

No new business was discussed.

HEARING FROM THE PUBLIC

Mrs. Laurie Murrell, Fieldstone Middle School staff member, attended the coding workshop during the Professional Development day taught by code.org. She shared with the board that the course was phenomenal and the time was very well spent, she stated it was really great.

Councilwoman Elizabeth Gloeggler, of Montvale, shared that the town uses TV access to share information with the community members of the Borough of Montvale. It is a great resource for the community. She requested the school board consider if this resource would be useful by the school community. Mrs. Gloeggler also noted the town is looking for more volunteers to help with the programming.

PRIVATE SESSION

Mrs. Baskin introduced motion 17.1 as follows, which motion was seconded by Mrs. Bagdat and passed unanimously at 8:43 p.m.

Motion 17.1 **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 reconvene in Executive Session, now therefore

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

- Affirmative Action Appeal

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 9:49 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 and Mr. Rossig. Mrs. McGauley-Eichhorn was absent. Also present were Dr. Petersen, Superintendent of Schools; Mrs. Wasserman, Board Secretary/Business Administrator; and no members of the public. The Board President restated the open public meetings announcement and led those present in the Pledge of Allegiance.

FURTHER BUSINESS

Mrs. Bagdat introduced motion 18.1, which motion was seconded by Mr. DiFiore. On a roll call vote, all members present voted Aye.

AFFIRMATIVE ACTION REPORT

Motion 18.1 **WHEREAS**, on or about November 22, 2016, the parent (the “Parent”) of a student (the “Student”) whose name is on file in the offices of the Montvale Board of Education met with the Principal of Fieldstone Middle School to discuss certain events surrounding the Student and one of his classmates (the “Classmate”), following which interviews were conducted and the students’ behaviors were addressed in accordance with Board Policy 5131, Conduct and Discipline; and

WHEREAS, on or about December 21, 2016 the Parent again contacted the Principal and requested that the events be reinvestigated under Title IX of the Education Amendments of 1972, which prohibits sexual harassment in public school districts receiving federal funds; and

WHEREAS, the Montvale School District’s Affirmative Action Officer conducted an investigation into the events and found there to be no violation of Title IX, because the Classmate’s conduct did not constitute sexual harassment as that term is defined under Title IX; and

WHEREAS, the Superintendent affirmed the findings of the Affirmative Action Officer and adopted the Affirmative Action Officer’s January 4, 2017 written report; and

WHEREAS, the Parent appealed the administrative decision to the Board, and a hearing was conducted on January 16, 2017, at which time the Parent presented evidence to support her claim that the Classmate’s conduct violated Title IX; and

WHEREAS, the Board conducted an independent review of record; and

WHEREAS, the Board finds that the allegations which formed the basis of the complaint were not substantiated during the investigation.

NOW THEREFORE BE IT RESOLVED that the Affirmative Action Officer’s findings, as set forth in his January 4, 2017 report and adopted by the Superintendent, are hereby affirmed.

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 9:55 p.m.
19.1

Respectfully submitted,

Andrea Wasserman
Board Secretary