

**NORTH ARLINGTON BOARD OF EDUCATION
NORTH ARLINGTON, NEW JERSEY**

**AGENDA FOR ANNUAL
REORGANIZATION MEETING**

January 2, 2017

6:00 p.m.

HIGH SCHOOL CAFETERIA

NOTICE

This Reorganization Meeting of January 2, 2017, of the Board of Education of the Borough of North Arlington, in the County of Bergen, State of New Jersey, is held pursuant to notice given, and said notice called for an annual Reorganization Meeting at 6:00 p.m., held in the High School Cafeteria, 222 Ridge Road, North Arlington, NJ, as per notice given to the Clerk of the Borough of North Arlington, the Librarian of the Free Public Library, and the Editors of the following newspapers: Bergen Record of Hackensack and the Newark Star Ledger.

SALUTE TO THE FLAG

REORGANIZATION MEETING

CALL BY THE SECRETARY

At 6:00 p.m., in the High School Cafeteria, the Board Secretary called the meeting to order.

REQUIRED OATH OF OFFICE ADMINISTERED

The Board Secretary administered the oath of office to the newly elected Board Members:

**Heather Gilgallon
Michele Higgins**

ROLL CALL

The Board Secretary convened the Board with the following members answering present: Mr. Blanco, Mr. McDermott and Mrs. Martin.

Judging a quorum to be present, she called the meeting to order.
Also present: Stephen M. Yurchak, Ed.D., Superintendent of Schools
Kathleen McEwin-Marano, Board Secretary/School Business Administrator

ELECTION OF THE PRESIDENT

The Board Secretary called for **nominations for President** of the Board of Education for calendar year 2017:

Nomination: George McDermott

Nominated by: Anthony Blanco

Second by: Mary Alice Martin

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The Board Secretary called for any other nominations. There being no other nominations, the Board Secretary **closed** the nominations for President of the Board of Education.

Motion to close the nominations for President of the Board of Education

On Motion by Mr. Blanco, second by Mrs. Higgins. There was no discussion. On Roll Call all Board Members voted in the affirmative and none in the negative, it was so ordered.

MOTION TO APPOINT BOARD PRESIDENT

Motion to appoint George McDermott President of the Board of Education for calendar year 2017:

On Motion by Mr. Blanco, second by Mrs. Martin. There was no discussion. On Roll Call all Board Members voted in the affirmative and none in the negative, it was so ordered.

Relinquishment of chair by the Board Secretary to the newly elected Board President.

ELECTION OF THE VICE PRESIDENT

The President George McDermott called for nominations for Vice President of the Board of Education:

Nomination: Mary Alice Martin

Nominated by: Anthony Blanco

Second by: George McDermott

The President called for any other nominations. There being no other nominations, the President **closed** the nominations for Vice President of the Board of Education

Motion to close the nominations for Vice President of the Board of Education:

On Motion by Mr. Blanco, second by Mr. McDermott. There was no discussion. On Roll Call all Board Members present voted in the affirmative and none in the negative, it was so ordered.

MOTION TO APPOINT BOARD VICE PRESIDENT

Motion to appoint Mary Alice Martin Vice President of the Board of Education for fiscal year 2017:

On Motion by Mr. Blanco, second by Mr. Higgins. There was no discussion. On Roll Call all Board Members present voted in the affirmative and none in the negative, it was so ordered.

Superintendent's Statement

The Board appreciates the concerns and comments expressed by the public and will take them into consideration. However, the Board cannot directly respond to the issues regarding personnel, in order to protect the privacy rights of the individual.

Please be advised that there is no privilege or qualified privilege with regard to any statements that you make before the Board of Education. What this means is that while you are certainly free to exercise your right to comment on issues before the Board, such comments are considered public statements, and may be responded to or acted upon by any individuals affected by them. The Board will, of course, consider your comments as

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they relate to its obligation to effectively govern the North Arlington School District, but cannot offer protection from any action that a third-party may elect to pursue as a result of any statements offered during public session.

BOARD MEMBER CODE OF ETHICS

BE IT RESOLVED that the Board of Education adopted the Board Member Code of Ethics, as adopted May 10, 1975 by the Delegate Assembly, New Jersey School Boards Association, as follows:

1. *I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.*
2. *I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children, regardless of their ability, race, creed, sex, or social standing.*
3. *I will confine my board action to policymaking, planning and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.*
4. *I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.*
5. *I will recognize that authority rests with the board of education and will make no personal promises nor take any private action which may compromise the board.*
6. *I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.*
7. *I will hold confidential all matters pertaining to the schools, which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its schools.*
8. *I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief school administrative officer.*
9. *I will support and protect school personnel in proper performance of their duties.*
10. *I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.*

On Motion by Mr. Blanco, second by Mrs. Martin. There was no discussion. On Roll Call all Board Members present voted in the affirmative and none in the negative, it was so ordered. Mr. Steve Tanelli presented the two new Board Members with certificates of accommodations. He wished them well. Mr. McDermott thanked Mr. Tanelli.

COMMITTEES

Mr. McDermott indicated that the Board Members will be meeting as a group to discuss committee positions.

LIAISON TO INDIVIDUAL SCHOOLS

High School:

Jefferson School:

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Roosevelt School:

Washington School:

Middle School:

FINANCE COMMITTEE

Chairman:

Co-Chairman:

BUDGET COMMITTEE

Chairman:

Co-Chairman:

FACILITIES COMMITTEE

Chairman:

Co-Chairman:

COLLECTIVE BARGAINING/SUPERVISORY STAFF

Chairman:

Co-Chairman:

COLLECTIVE BARGAINING/ADMINISTRATIVE STAFF

Chairman:

Co-Chairman:

COLLECTIVE BARGAINING/NORTH ARLINGTON EDUCATION ASSOCIATION

Chairman:

Co-Chairman:

ATHLETICS AND EXTRA-CURRICULAR ACTIVITIES

Chairman:

Co-Chairman:

NEW JERSEY SCHOOL BOARDS ASSOCIATION AND LEGISLATIVE COMMITTEE

Chairman:

Co-Chairman:

CRISIS INTERVENTION COMMITTEE

Chairman:

Co-Chairman:

TECHNOLOGY COMMITTEE

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Chairman:

Co-Chairman:

PRESIDENT’S REPORT

SUPERINTENDENT’S REPORT

ACTION ITEMS

DISCUSSION ITEMS

HEARING OF CITIZENS

The Board President opened the **Hearing of Citizens**:

Mr. Tanelli, County Freeholder, gave a brief presentation welcoming the new Board Members and presented the new Board Members with certificates of accommodations. He congratulated them and wished them the best of luck in their newly appointed position.

Allison Sheedy congratulated both new officers and on behalf of the Mayor and Council and offered to assist them and extend their services to them in the future.

Motion to close the hearing of citizens made by Mr. Blanco, second by Mary Martin. There was no discussion. On Roll Call all Board Members present voted in the affirmative and none in the negative, it was so ordered.

Mrs. Marano suggested a consent agenda for pages 8 through 25. Mr. McDermott announced to the audience that the resolutions are perfunctory.

RESOLUTION OF SCHOOL BOARD ELECTION RESULTS

RESOLVED that the Board approved the election results of the November 8, 2016, School Board Election as affirmed by the Borough of North Arlington and certified by the Bergen County Board of Elections.

1. For election to membership on the Board of Education for one (1) three (3) year terms:

<u>Candidate</u>	<u>Total</u>
Heather Gilgallon	824
Michele Higgins	2142

2. The Board Secretary/School Business Administrator, upon completion of all tally procedures after the polls had closed at 9:00 p.m., November 8, 2016, declared:

Heather Gilgallon and Michele Higgins are elected to a full three year term as Members of the Board of Education.

BOARD MEMBERS

The calendar year 2016 North Arlington Board of Education Board Members and Terms of Office are as follows:

<u>Board Member</u>	<u>Expiration of Term</u>
Mary Alice Martin	2017
Anthony Blanco	2017
George McDermott	2018

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Heather Gilgallon 2019
Michele Higgins 2019

ANNUAL REORGANIZATION RESOLUTIONS

The following items are considered non-controversial with the Board and will, therefore, be voted as one motion. If a Board Member wishes to have an item voted on separately, it will be removed from the Consent Agenda. Once the consent motion has been introduced and seconded, Board Members may discuss any items on the Consent Agenda.

1. **RESOLVED** that the North Arlington Board of Education, pursuant to Chapter 231, PAL. (open Public Meetings Act) does hereby proclaim at the Public Meetings of the Board of Education will be held in the North Arlington High School Cafeteria at 7:30 p.m., as set forth below unless indicated otherwise; and

BE IT FURTHER RESOLVED that the purpose of the Regular Meetings shall be the normal conduct of business of the Board of Education and any other items brought to the Board’s attention by the Board Members, Board Attorney, Superintendent and Business Administrator/Board Secretary; and

BE IT FURTHER RESOLVED that notices of meetings of the Board of Education will be posted in the North Arlington Board of Education Administration Office and posted on the District website; and

BE IT FURTHER RESOLVED that the Board of Education reserves the right to adjourn or recess a meeting at any time to discuss such matters that may be considered in closed session. However, the Board will first adopt a resolution stating the general nature of the subject to be discussed, and, as precisely as possible, the time and circumstances under which disclosure to the public will be made; and

BE IT FURTHER RESOLVED that, the Board recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest, and in order to permit the fair and orderly expression of such comment, the Board shall set aside a portion of every Board meeting, the length of the portion to be determined by the Board for public comment on any school or school district issue that a member of the public feels may be of concern to the residents of the school district; and

BE IT FURTHER RESOLVED that the public participation shall be governed and in accordance with North Arlington Board of Education Bylaws #0167.

BE IT FURTHER RESOLVED that the Board of Education will meet on the dates as per the Regular Business, Work Session and Executive Session Meeting Schedule.

MEETING DATES

The Board hereby approves the following schedule of meeting dates:

<u>Day and Date</u>	<u>Type of Meeting</u>	<u>Location</u>	<u>Time</u>
January 09, 2017 (Mon.) (Rescheduled to Monday, January 2, 2017)	Reorganization Meeting	High School Cafeteria	6:00 p.m.
*January 23, 2017(Mon.)	Public Work Session Public Meeting	Board of Education Office High School Cafeteria	6:00 p.m. 7:30 p.m.
February 27, 2017 (Mon.)	Public Work Session Public Meeting	Board of Education Office High School Cafeteria	6:00 p.m. 7:30 p.m.
March 13, 2017 (Mon.)	Public Work Session	Board of Education office	6:00 p.m.

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	Public Meeting	High School Cafeteria	7:30 p.m.
April 24, 2017 (Mon.)	Public Work Session Public Meeting	Board of Education Office High School Cafeteria	6:00 p.m. 7:30 p.m.
May 22, 2017 (Mon.)	Public Work Session Public Meeting	Board of Education Office High School Cafeteria	6:00 p.m. 7:30 p.m.
June 12, 2017 (Mon.)	Public Work Session Public Meeting	Board of Education Office High School Cafeteria	6:00 p.m. 7:30 p.m.
July 31, 2017(Mon.)	Public Work Session Public Meeting	Board of Education Office Board of Education Office	6:00 p.m. 7:30 p.m.
August 21, 2017 (Mon.)	Public Work Session Public Meeting	Board of Education Office Board of Education Office	6:00 p.m. 7:30 p.m.
September 18, 2017(Mon.)	Public Work Session Public Meeting	Board of Education Office High School Cafeteria	6:00 p.m. 7:30 p.m.
October 11, 2017 (Wed.)	Public Work Session Public Meeting	Board of Education Office High School Cafeteria	6:00 p.m. 7:30 p.m.
November 20, 2017 (Mon.)	Public Work Session Public Meeting	Board of Education Office High School Cafeteria	6:00 p.m. 7:30 p.m.
December 18, 2017 (Mon.)	Public Work Session Public Meeting	Board of Education Office High School Cafeteria	6:00 p.m. 7:30 p.m.
January 4, 2018 (Thurs.)	Reorganization Meeting	High School Cafeteria	6:00 p.m.

Note: Action may be taken at Public Work Sessions

BE IT FURTHER RESOLVED that the Board authorizes the Business Administrator to advertise the schedule of board meetings.

OFFICIAL NEWSPAPERS

The following newspapers, either published in or circulating in the District, are hereby authorized to be official newspapers of this Board: Bergen Record of Hackensack, and the Newark Star Ledger

POLICIES, RULES AND REGULATIONS

Pending adoption of new rules and regulations, all policies, rules and regulations of this Board which were in effect during the prior year, and not rescinded, revoked or modified by contracts negotiated with employee organizations or other action of the Board, are hereby re-adopted and are in full force and effect during the life of this Board.

WHEREAS the Board approves the adoption of the Guide for Standard Operating Procedures and Internal Controls.

DESIGNATION OF DEPOSITORIES OF SCHOOL MONIES

BE IT RESOLVED that the North Arlington Board of Education hereby designates TD Bank as depository for funds of the Board of Education and North Arlington Schools; that the indicated accounts be authorized, and that the designated school officials be approved as the signatories for each account and the designated depositories of funds and school officials will serve at the pleasure of the Board.

APPOINTMENTS

1. **SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY TO THE BOARD, AND SECRETARY PRO-TEM**

BE IT RESOLVED that the North Arlington Board of Education makes the following appointments for the dates listed:

Kathleen McEwin-Marano	Board Secretary/School Business Administrator	Jan. 1, 2017 – Dec. 31, 2017
Stephen M. Yurchak, Ed.D.	Board Secretary Pro-Tem	Jan. 1, 2017 – Dec. 31, 2017
Samantha Dembowski	Board Secretary Pro-Tem	On or about Feb. 1, 2017 –Dec. 31, 2017

CUSTODIAN OF RECORDS

BE IT RESOLVED that the Board of Education hereby appoints the School Business Administrator/Board Secretary as the Custodian of Records for fiscal 2017.

BE IT FURTHER RESOLVED that Samantha Dembowski is hereby appointed as the School Business Administrator/Board Secretary's alternate, for the period beginning on or about February 1, 2017.

BE IT FURTHER RESOLVED that Stephen M. Yurchak, Ed.D., is hereby appointed as another alternate to the School Business Administrator/Board Secretary.

DESIGNATION OF PUBLIC AGENCY COMPLIANCE OFFICER

BE IT RESOLVED that the Board of Education hereby appoints Kathleen McEwin-Marano as the Public Agency Compliance Officer for fiscal 2017.

DESIGNATION OF ASBESTOS MANAGEMENT OFFICERS

BE IT RESOLVED that the Board of Education hereby appoints the following individuals as Asbestos Management Officers for fiscal 2017:

District:	Kathleen McEwin-Marano
High School:	Christopher Mingoia
Middle School:	Nicole Russo
Roosevelt School:	Marie Griggs
Washington School:	Elaine Jaume
Jefferson School:	Jennifer Rodriguez

DESIGNATION OF SAFETY AND HEALTH OFFICER

BE IT RESOLVED that the Board of Education hereby appoints Kathleen McEwin-Marano as the Safety and Health Officer for calendar 2017.

DESIGNATION OF INDOOR AIR QUALITY OFFICER

BE IT RESOLVED that the Board of Education hereby appoints Antonio Alho, Buildings and Grounds Supervisor, as the Indoor Air Quality Officer for calendar 2017.

DESIGNATION OF RIGHT TO KNOW OFFICER

BE IT RESOLVED that the Board of Education hereby appoints Antonio Alho, Buildings and Grounds Supervisor, as the Right to Know Officer for calendar 2017.

DESIGNATION OF CHEMICAL HYGIENE OFFICER

BE IT RESOLVED that the Board of Education hereby appoints Kathleen McEwin-Marano as the Chemical Hygiene Officer for calendar 2017.

DESIGNATION OF AHERA COORDINATOR

BE IT RESOLVED that the Board of Education hereby appoints Antonio Alho, Buildings and Grounds Supervisor, as the AHERA Coordinator for calendar 2017.

2. **DESIGNATION OF SCHOOL PHYSICIAN**

Dean T. Filion, D.O., NJ Spine & Sports Medicine, 84 Orient Way, Rutherford, NJ 07070, is hereby appointed School Physician for calendar 2017, for an amount not to exceed \$23,000.00.

BE IT FURTHER RESOLVED that the term of this appointment shall coincide with the life of this Board. This appointment is awarded without competitive bidding under the provisions of the “Local Public Contract Law” of New Jersey.

3. **DESIGNATION OF AFFIRMATIVE ACTION OFFICER AND SECTION 504 COORDINATOR**

BE IT RESOLVED that the North Arlington Board of Education makes the following appointments for the dates listed:

Fran Lipsky	Affirmative Action Officer/Title IX Coordinator	
	Jan. 1, 2017 – Dec. 31, 2017	
Lynne Crawford	Section 504 Coordinator	Jan. 1, 2017 – Dec. 31, 2017

4. **DESIGNATION OF PROFESSIONAL SERVICES**

BE IT RESOLVED that the North Arlington Board of Education designates the following as the official representatives of the Board for the following services for the following dates:

		<u>Dates</u>
Auditor	Donohue, Gironda, Doria & Tomkins, LLC 310 Broadway Bayonne, NJ 07002	Jan. 1, 2017 – Dec. 31, 2017
Architect	Spiezle Group, Inc. (project specific) 120 Sanhican Drive Trenton, NJ 08618	Jan. 1, 2017 – Dec. 31, 2017
Bond Counsel	McCarter & English, Esqs. Four Gateway Center Newark, NJ 07102	Jan. 1, 2017 – Dec. 31, 2017
Financial Advisory Services Board Attorney	Phoenix Advisors, LLC 4 West Park Street Bordentown, NJ 08505	Jan. 1, 2017 - Dec. 31, 2017
	Fogarty & Hara, Esqs. 21-00 Route 208 South Fair Lawn, NJ 07410	Jan.1, 2017 – Dec. 31, 2017
Environmental	T&M Associates	Jan. 1, 2017 – Dec. 31, 2017

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Consultants & 11 Tindall Road
Engineers Middletown, NJ 07748

BE IT FURTHER RESOLVED that the Board authorizes the Business Administrator to advertise these professional services.

5. COMPUTER MANAGEMENT SERVICES

BE IT RESOLVED that the Board of Education hereby approves the appointment of Realtime Information Technology, Inc., 777 Corporate Drive, Mahwah, NJ 07430, to provide student software and support during the 2017-2018 school year at an annual rate of \$27,500. Furthermore, the Board Secretary is hereby authorized and directed to execute an agreement with the aforementioned firm.

6. INTEGRATED PEST MANAGEMENT COORDINATOR

BE IT RESOLVED that the Board of Education hereby appoints the following as the Integrated Pest Management Coordinators for the 2016-2017 school year:

High School:	Christopher Mingoia, Principal
Middle School:	Nicole Russo, Principal
Roosevelt School:	Marie Griggs, Principal
Washington School:	Elaine Jaume, Principal
Jefferson School:	Jennifer Rodriguez, Principal
District-Wide:	Antonio Alho, Buildings and Grounds Supervisor (District Liaison)

7. QUALIFIED PURCHASING AGENT

WHEREAS, 18A:18A-2 provides that the Board of Education shall assign the authority, responsibility and accountability for the purchasing activity of the Board of Education to a person or persons who shall have the power to prepare advertisement, to advertise for and receive bids and to award contracts as permitted by this chapter; and

WHEREAS, 18A:18A-3 provides that contracts, awarded by the purchasing agent that do not exceed in the aggregate in a contract year the bid threshold (currently \$40,000.00), may be awarded by the purchasing agent without advertising for bids when so authorized by board resolution; and

WHEREAS 18A:18A-37, c., provides that all contracts that are in the aggregate less than 15% of the bid threshold (currently \$6,000.00) may be awarded by the purchasing agent without soliciting competitive quotations if so authorized by board resolution.

NOW, THEREFORE, BE IT RESOLVED that the North Arlington Board of Education, pursuant to the statutes cited above, hereby appoints Kathleen McEwin-Marano, as its duly authorized purchasing agent and is duly assigned the authority, responsibility and accountability for the purchasing activity of the North Arlington Board of Education; and

BE IT FURTHER RESOLED that Kathleen McEwin-Marano is hereby authorized to award contracts on behalf of the North Arlington Board of Education that are in the aggregate less than 15% of the bid threshold (currently \$6,000.00), without soliciting competitive quotations; and

BE IT FURTHER RESOLVED that Kathleen McEwin-Marano is hereby authorized to seek competitive quotations, when applicable and practicable before awarding contracts, when said contracts in the aggregate exceed 15% of

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the bid threshold (currently \$6,000.00), but less than the bid threshold of \$40,000.00, effective immediately and to continue to the next organization meeting of the Board.

8. **AGENT AUTHORIZATION**

The Superintendent recommends that the Board authorize Omni Group, Water Tower Park, 1099 Jay Street, Rochester, NY, as a third-party administrator for 403B and 457 services.

9. **NJ DEPARTMENT OF AGRICULTURE DESIGNEES**

BE IT RESOLVED that the North Arlington Board of Education hereby approves the following appointments for the 2016-2017 school year:

Kathleen McEwin-Marano	Certifier
Ann Treacy	Submitter

10. **NON-PUBLIC NURSING SERVICES**

BE IT RESOLVED that the North Arlington Board of Education authorizes the School Business Administrator/Board Secretary to enter into an agreement with the Bergen County Department of Health, to provide non-public nursing services to Queen of Peace students for the 2017-2018 school year, at an annual rate not to exceed the District's entitlement for non-public nursing aid.

CHAPTER 192/193 SERVICES AGREEMENT/NON-PUBLIC SCHOOL SERVICES

BE IT RESOLVED that the North Arlington Board of Education hereby authorizes the School Business Administrator/Board Secretary to enter into an agreement with Bergen County Special Services to provide remedial and auxiliary services to eligible students attending non-public schools within the North Arlington School District as required under Chapter 192/193 laws for the 2017-2018 school year at an annual rate not to exceed the district's entitlement.

MEMBERSHIPS

11. **MEMBERSHIP IN SOUTH BERGEN REGION VII**

BE IT RESOLVED that the North Arlington Board of Education hereby approves continuation of its membership in the South Bergen Region VII Council for Special Education for the 2017-2018 school year, does hereby accept, adopt and agree to comply with the Region VII bylaws, designate the Superintendent of Schools as its representative to Region VII, empower him to cast all votes and take other action necessary to represent its interest in Region VII. The Board further approves the Joint Transportation Agreements for all North Arlington Students who are transported through Region VII.

MEMBERSHIP IN NEW JERSEY SCHOOL BOARDS ASSOCIATION (NJSBA)

BE IT RESOLVED that the North Arlington Board of Education approves membership in the New Jersey School Boards Association for the 2017-2018 school year.

MEMBERSHIP IN THE HORIZON BLUE CROSS/BLUE SHIELD OF NEW JERSEY HEALTH BENEFITS PROGRAM

BE IT RESOLVED that the North Arlington Board of Education approves participation by the District in the Horizon Blue Cross/Blue Shield of New Jersey for health benefits for the 2017-2018 school year.

BE IT FURTHER RESOLVED that the Board approves participation with Integrity Consulting Group, 1271 Little Gloucester Road, Suite 8, Blackwood, NJ 08012, as Broker of Record for Health Benefits, Prescription Benefits and Dental Benefits for the period July 1, 2017 through June 30, 2018.

12. **COOPERATIVE PRICING PROGRAM**

BE IT RESOLVED that the North Arlington Board of Education approves an agreement with Educational Data Services, Inc., 238 Midland Avenue, Saddle Brook, NJ 07662, for the district to participate in cooperative pricing program for the 2017-2018 school year, at an annual cost of \$5,080.00.

BE IT FURTHER RESOLVED that the North Arlington Board of Education approves an agreement with Middlesex Regional Educational Services Commission, 4 AAA Drive, Robbinsville, NJ 08691, for the district to participate in cooperative pricing program for the 2017-2018 school year.

BE IT FURTHER RESOLVED that the North Arlington Board of Education approves participation with Middlesex Regional Educational Services Commission for Broadband, Wide Area Network and Internet Cooperative Purchasing Initiative in accordance with e-rate guidelines.

13. **CASH MANAGEMENT**

BE IT RESOLVED that the North Arlington Board of Education authorizes the School Business Administrator/Board Secretary to perform the following:

- a. Transfer funds among the various bank accounts of the District.
- b. Transfer line item accounts among the various budgetary accounts.
- c. Invest school funds as The Investment Officer of the Board, as permitted by statute.
- d. Make payment on the bills and claims prior to their approval by the Board when it is deemed necessary, and then present them for approval at the next Board Meeting.

WHEREAS pursuant to N.J.S.A. 18A:17-8(b), the Board Secretary is responsible for the examination and auditing of all accounts and demands against the Board; and

WHEREAS from time to time said demands against the Board are of an emergent nature and must be paid prior to Board approval in open public meeting as required by statute.

NOW, THEREFORE, BE IT RESOLVED that the North Arlington Board of Education authorizes the Board Secretary to examine, audit and pay all claims against the Board of an emergent nature prior to Board approval; and

BE IT FURTHER RESOLVED that all such emergent payments made by the Board secretary be reported to the Board, ratified, and duly recorded in the minutes at the next open meeting of the Board.

BE IT FURTHER RESOLVED that, pursuant to N.J.S.A. 18A:22-8.1, the North Arlington Board of Education designates the Board Secretary to approve transfer amounts among line items and program categories as are necessary between

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meetings of the Board and that said transfers be reported to the Board, ratified, and duly recorded in the minutes of the next open meeting of the Board.

14. **ESTABLISH PETTY CASH ACCOUNT**

The Superintendent recommends that the Board approve amending the following resolution from the January 2, 2017 Board Meeting:

BE IT RESOLVED that the Board of Education establishes a Petty Cash Account with TD Bank, North Arlington, NJ; and

BE IT FURTHER RESOLVED that each disbursement will not exceed \$50.00; and

BE IT FURTHER RESOLVED that expenditures over \$50.00 will be preapproved by the Board President prior to release.

BE IT FURTHER RESOLVED that the Board of Education establishes a petty Cash Account in an amount not to exceed \$200.00 for day-to-day incidental expenses, to be managed by the Bookkeeper.

BE IT FURTHER RESOLVED that the entire Board will be advised of any expenditures over \$50.00.

15. **PROCUREMENT OF GOODS/SERVICES**

BE IT RESOLVED that the North Arlington Board of Education authorizes the procurement of goods and services from the following vendors through the state agency for the 2016-2017 school year as provided for in Title 18A:18A-10 without advertising for bids, or after having rejected all bids obtained pursuant to advertising.

To permit the Business Administrator to participate in the New Jersey State contracting process for the purchase of the following types of goods and services:

Computers	A/C Heating, Ventilation
Custodial Supplies	Sports Goods
Office and Classroom Furniture	Data Communication/Network
Office Supplies	Computer Data Technical Support
Peripheral Equipment	Tools, motors, chemical equipment
School Supplies	Library
Science Lab Supplies	
Transportation Equipment	

INSURANCE MEMBERSHIPS

16. **INSURANCE**

BE IT RESOLVED by the Board of Education that, pursuant to the provisions of Title 18A:18A-42, that it continue to participate as a member of the **SAIF Insurance Pool**; and

BE IT FURTHER RESOLVED that such membership shall continue for a period of one year, effective July 1, 2017 through June 30, 2018; and

BE IT FURTHER RESOLVED that Polaris Galaxy Insurance Company is hereby designated Broker of Record; and

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BE IT FURTHER RESOLVED that this appointment is awarded without competitive bidding under the provisions of the “Local Public Contract Law” of New Jersey.

WORKERS’ COMPENSATION POOL

BE IT RESOLVED by the North Arlington Board of Education that, pursuant to the provisions of Title 18A:18A-42, that it continue to participate as a member of the **South Bergen Workers’ Compensation Pool**; and

BE IT FURTHER RESOLVED that such membership shall continue for a period of one year, effective July 1, 2017 through June 30, 2018.

BE IT FURTHER RESOLVED that the North Arlington Board of Education hereby appoints the Board Secretary, or her designee, and its representative, to serve on the committee from which a Board of Trustees shall be selected to manage the affairs of the insurance pool in accordance with the by-laws of the South Bergen Workers’ Compensation Pool in effect as of the date of this resolution as authorized and permitted by state statute.

STUDENT ACCIDENT INSURANCE

BE IT RESOLVED that the North Arlington Board of Education approves the appointment of **Axis Insurance, 10 University Square Drive, Suite 200, Princeton, NJ 08540**, as the student insurance carrier for the 2016-2017 school year.

17. **BANKING CONSORTIUM/SIGNATURE AUTHORIZATION RESOLUTION**

RESOLVED, by the governing body of The North Arlington Board of Education, as follows:

That TD Bank be, and hereby is, designated a depository of funds of The North Arlington Board of Education, with authority to accept at any time for the credit of the Depositor, deposits in checking, savings, money market savings, term or any other account, by whomever and made in whatever manner endorsed; and

That the Bank shall not be liable in connection with the collection of such items that are handled by the Bank without negligence and the Bank shall not be liable for the acts of its agents, subagents or for any other casualty; and

That the Depositor assumes full responsibility for and shall indemnify the Bank against all losses, liabilities and claims resulting from payments, withdrawals or orders made or purported to be made in accordance with, or from actions taken in good faith and in reliance upon this resolution; and

That the Bank be, and hereby is, authorized and directed to certify, pay or otherwise honor all checks, drafts, notes, bills of exchanges, acceptances, undertakings and other instruments or orders for the payment, transfer or withdrawal of money for whatever purpose and to whomsoever payable when such instruments and orders are properly made, signed, or endorsed by the signature, the actual or purported facsimile signature or the oral direction of any of the authorized signers below; provided however, that any check, draft, note, bill of exchange, acceptance, undertaking or other instrument for the payment, transfer or withdrawal must bear the actual or purported facsimile signature of one or more of the below designated officers and/or persons, or his or their appointees:

That any authorized signer acting alone be, and hereby is, authorized on behalf of the Depositor to endorse, negotiate and collect any and all checks, drafts, notes,

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bills of exchange, acceptances, undertakings and other instruments and to open and close and update information on any account of the Depositor at the Bank; and

That the Bank may rely on any signature, endorsement or order and any facsimile signature or written instruction reasonably believed by the Bank to be made by an authorized signer, and the Bank may act on any direction of an authorized signer without inquiry and without regard to the application of the proceeds thereof, provided that the Bank acts in good faith; and

That the Depositor assumes full responsibility for and shall indemnify the Bank against all losses, liabilities and claims resulting from payments, withdrawals or orders made or purported to be made in accordance with, or from actions taken in good faith and in reliance upon this Resolution; and

That Bank may rely on this document and on any certificate by an authorized representative of the Depositor as to the names and signatures of the authorized signers of the Depositor until the Bank has actually received written notice of a change and has had a reasonable period of time to act on such notice; and

That any of the following named persons, or persons from time to time holding the following offices of the Depositor be, and hereby are, designated as the authorized signers to act on behalf of the Depositor in accordance with the Resolution:

1. Board President
2. Board Vice President
3. Board Secretary/School Business Administrator or her designee(s)
4. Superintendent of Schools (North Arlington Board of Education Capital Reserve Account, North Arlington Board of Education Capital Projects I Account, North Arlington Board of Education Capital Projects II Account)
5. High School Principal or High School Assistant Principal (NAHS Organization Fund and NAHS High School Principal, Assistant Principal and Athletic Director - Athletic Account)

18. **BUSINESS CONDUCT**

BE IT RESOLVED that the North Arlington Board of Education will conduct the business of the Board of Education according to the appropriate statutes, administrative codes, rules, regulations, and policies and procedures of the district, which are hereby readopted.

19. **MOTION TO ESTABLISH FEES FOR COPIES OF PUBLIC DOCUMENTS**

Pursuant to P.L. 2001, C. 47:1A-5, the Board of Education establishes the following fees for copies of public documents:

8½ x 11 page	\$.05 each
8½ x 14 page	\$.07 each

On Motion by Mr. Blanco, second by Mrs. Martin. There was no discussion. On Roll Call all Board Members present voted in the affirmative and none in the negative, it was so ordered.

Dr. Yuchak requested a motion asking for resolutions A through E.

SUPERINTENDENT’S AGENDA

A. RESOLUTION TO ACCEPT A RESIGNATION.

WHEREAS the Superintendent of Schools recommends that the North Arlington Board of Education accept the resignation of **Linda Korycinski**, Teacher at Jefferson School, for retirement purposes, effective June 30, 2017.

BE IT RESOLVED that the North Arlington Board of Education accepts the resignation of **Linda Korycinski**, Teacher at Jefferson School, for retirement purposes, effective June 30, 2017.

B. RESOLUTION TO AFFIRM THE SUPERINDENT’S DECISION IN HARASSMENT/INTIMIDATION/BULLYING INVESTIGATIONS.

BE IT RESOLVED, that the North Arlington Board of Education (hereinafter referred to as the “Board”) hereby affirms the Superintendent’s decision on the following HIB Investigations for the reasons set forth in the Superintendent’s decision to the students’ parents, and directs the Business Administrator/Board Secretary to transmit a copy of the Board’s decision to the affected students’ parents forthwith. HIB Investigation Numbers:

1. Incident 38241-NAMS-11142016
2. Incident 38330-NAHS-11172016
3. Incident 38578-GWES-11302016
4. Incident 38827-NAHS-12082016

C. RESOLUTION TO APPROVE THE 2016 ESEA ACCOUNTABILITY ACTION PLAN (PARTICIPATION RATE).

WHEREAS the Superintendent of Schools recommends that the North Arlington Board of Education approve the 2016 ESEA Accountability Action Plan (Participation Rate).

BE IT RESOLVED that the North Arlington Board of Education approves the 2016 ESEA Accountability Action Plan (Participation Rate).

D. RESOLUTION TO APPROVE THE SECOND READING AND ADOPTION OF POLICIES AND A REGULATION.

WHEREAS, the Superintendent of Schools recommends that the North Arlington Board of Education approve the second reading of the following Policies and Regulation:

Policies:

Policy Number	Policy Title
3431.3	NJ Family Leave Insurance Program
4431.3	NJ Family Leave Insurance Program
5112	Entrance Age
5561	Use of Physical Restraint
5615	Suspected Gang Activity
5620	Expulsion

Regulation:

Regulation	Regulation Title
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Number	
R5561	Use of Physical Restraint

BE IT RESOLVED, that the North Arlington Board of Education approved the second reading and adoption of the above Policies and Regulation.

E. RESOLUTION TO APPROVE, UPON THE RECOMMENDATION OF THE SUPERINTENDENT, THE ATTACHED LIST OF TRAVEL AND RELATED COSTS WHICH ARE EDUCATIONALLY NECESSARY, FISCALLY PRUDENT, IN COMPLIANCE WITH STATE TRAVEL REIMBURSEMENT GUIDELINES, ARE RELATED TO AND WITHIN THE SCOPE OF THE EMPLOYEE’S CURRENT RESPONSIBILITIES AND PROMOTE THE DELIVERY OF INSTRUCTION OR FURTHER THE EFFICIENT OPERATION OF THE SCHOOL DISTRICT.

WHEREAS, the Superintendent of Schools recommends that the North Arlington Board of Education approve the attendance of staff members at the following Professional Development Workshops:

Name: Daniel Farinola
Conference/Seminar/Workshop: 2017 NJAHPERD Annual Convention
Date: February 27 and 28, 2017
Location: Ocean Place Resort and Spa, Long Branch, NJ
School/Subject/Grade Level: High School Teacher of Physical Education and Driver Education
Registration: \$150.00
Travel Reimbursement as per Board Policy

Name: Christopher Mingoia, Principal
Conference/Seminar/Workshop: Gang Awareness
Date: December 1, 2016
Location: Bergen Community College, Lyndhurst, NJ
School/Subject/Grade Level: High School Principal
Registration: No Cost
Travel Reimbursement as per Board Policy

Name: Irene McKenna
Conference/Seminar/Workshop: Practical Guide to School Safety Team Management and Positive School Culture
Date: March 23, 2017
Location: Boys and Girls Club of Lodi, NJ
School/Subject/Grade Level: Roosevelt School Resource Teacher/Anti-Bullying Specialist
Registration: No Cost
Travel Reimbursement as per Board Policy

Name: Kaitlin Vanderhoff
Conference/Seminar/Workshop: Update to NJ Anti-Bullying Bill of Rights Act and Lawful Management of HIB Records
Date: February 9, 2017
Location: Educators Training Institute, Lodi, NJ
School/Subject/Grade Level: District - School Social Worker
Registration: No Cost
Travel Reimbursement as per Board Policy

Name: Bianca Aceti
Conference/Seminar/Workshop: Update to NJ Anti-Bullying Bill of Rights Act and Lawful Management of HIB Records
Date: February 9, 2017
Location: Educators Training Institute, Lodi, NJ
School/Subject/Grade Level: District – School Psychologist

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Registration: No Cost
Travel Reimbursement as per Board Policy

Name: Andrea Pires
Conference/Seminar/Workshop: Systems 3000 Inc.
Date: January 12, 2017
Location: Eatontown, NJ
School/Subject/Grade Level: Superintendent's Office, Confidential Secretary
Registration: No Cost
Travel Reimbursement as per Board Policy

Name: Kathleen McEwin-Marano, Business Administrator
Conference/Seminar/Workshop: Systems 3000
Date: January 12, 2017
Location: Eatontown, NJ
School/Subject/Grade Level: District Business Administrator
Registration: No Cost
Travel Reimbursement as per Board Policy

Name: Samantha Dembowski
Conference/Seminar/Workshop: Systems 3000 Workshop
Date: January 12, 2017
Location: Eatontown, NJ
School/Subject/Grade Level: High School Teacher of Business Education
Registration: No Cost
Travel Reimbursement as per Board Policy

Name: Carol Ostanski
Conference/Seminar/Workshop: Systems 3000 Workshop
Date: January 12, 2017
Location: Eatontown, NJ
School/Subject/Grade Level: Superintendent's Office, Confidential Secretary
Registration: No Cost
Travel Reimbursement as per Board Policy

BE IT RESOLVED, that the North Arlington Board of Education approved the attendance of staff members at the Professional Development Workshops, listed above.

On Motion by Mr. Blanco, second by Mrs. Gilgallon. There was no discussion. On Roll Call all Board Members present voted in the affirmative and none in the negative, it was so ordered.

FINANCE COMMITTEE

1. BE IT RESOLVED by the North Arlington Board of Education that the Finance Resolutions as per the attached reports are approved (1A and 1B):
 - A. The Board accepts the Board Secretary’s Report of November 2016 and approves “Pursuant to N.J.A.C. 6:20A 10(e)” and certify that as of November 2016 the Board Secretary’s monthly financial report did not reflect an over expenditure in any of the major accounts or funds, and based on the appropriation balances reflected on these reports and the advice of district officials, we have no reason to doubt that the district has sufficient funds available to meet its financial obligations for the remainder of the fiscal year.
 - B. The Board accepts the report of the Treasurer of School Monies for November 2016.

On Motion by Mr. Blanco, second by Mrs. Martin. There was no discussion. On Roll Call all Board Members present voted in the affirmative and none in the negative, it was so ordered.

2. MOTION TO APPROVE APPLICATIONS FOR USE OF PUBLIC SCHOOL FACILITIES

Permit No.	Facility	Date	Time	Purpose	Applicant
102	Wash-Gym	1/6,13,20,27, 2/3,10,24 3/3,10,17	8:00 – 10:00 p.m.	Boys Recreational Basketball	J. Herrmann & Bob Crudele
103	High – Cafe	2/17	6:30 – 9:00 p.m.	HANDS – Valentine Dance National Honor Society	Karin Kusher

On Motion by Mrs. Martin, second by Mrs. Higgins. There was no discussion. On Roll Call all Board Members present voted in the affirmative and none in the negative, it was so ordered.

SUNSHINE RESOLUTION

WHEREAS this meeting is duly and properly called for a regular session meeting of this Body and adequate notice has been given as provided for by the “Open Public Meetings Act”; and

WHEREAS it is now necessary that the Board of Education consider the following matter:

which fall(s) within the exceptions as set forth in the “Open Public Meetings Act” and therefore are matters which this Body determines should be discussed at a closed meeting. It is anticipated that this closed session will last approximately 10 minutes.

NOW, THEREFORE, BE IT RESOLVED by the North Arlington Board of Education as follows:

That this body shall at this time recess this meeting and conduct a closed meeting concerning the above referenced matter(s), which involve exceptions this body hereby determines are of such a nature that they cannot be discussed at an open meeting and this body is at this time unable to determine when the matter(s) under discussion can be

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disclosed to the public. However, this body will make such a disclosure when circumstances permit.

On Motion by Mr. Blanco, second by Mrs. Martin. There was no discussion. On Roll Call all Board Members present voted in the affirmative and none in the negative, it was so ordered.

Time recessed: 6:25 p.m. Time reconvened: 7:00 p.m.

Motion to return to public meeting made by Mr. Blanco, second by Mrs. Martin. There was no discussion. On Roll Call all Board Members present voted in the affirmative and none in the negative, it was so ordered.

ADJOURNMENT

There being no further business to come before the Board of Education of the Borough of North Arlington, in the County of Bergen, State of New Jersey, this Public Meeting of January 2, 2017 adjourned at 7:30 p.m.

On Motion by Mrs. Gilgallon, second by Mrs. Higgins. There was no discussion. On Roll Call all Board Members present voted in the affirmative and none in the negative, it was so ordered.

KMM:at