BERGENFIELD BOARD OF EDUCATION
BERGENFIELD, N.J.

Minutes for the Caucus Meeting December 19, 2011

Meeting called to order by the President.

A roll call indicated the following:

Present: Joseph Amara, President
Eileen Ryder, Vice President
Mark D'Esposito, Trustee
Ralph Messina, Trustee
Catherine Wada, Trustee

Also Present: M. Kuchar, H. Sinatra, C. Tully

Flag Salute:

Statement of the President:

"The New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advance notice of and to attend meetings of this Board, except where specifically exempted by law, at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this act, the Board of Education has caused notice of this meeting to be published by having same advertised in the Record on June 30, 2011; also notice of this meeting has been mailed to the members of the Board, the Borough Clerk, the Public Library, all Elementary Schools, Roy W. Brown Middle School, the High School, and posted on the District Website on Monday, December 8, 2011."

Discussion of evening agenda.

Discussion of committee reports.

Motion to adjourn.

Voice Vote: 5 YES 0 NO

BERGENFIELD BOARD OF EDUCATION
BERGENFIELD, N.J.

Minutes for Regular Meeting –December 19, 2011

Meeting called to order by the President.

A roll call indicated the following:

Present:	Joseph Amara, President Eileen Ryder, Vice President Mark D'Esposito, Trustee Catherine Wada, Trustee
Left after caucus:	Ralph Messina, Trustee
Also Present:	M. Kuchar, H. Sinatra, C. Tully

Flag Salute:

Statement of the President:
"The New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advance notice of and to attend meetings of this Board, except where specifically exempted by law, at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this act, the Board of Education has caused notice of this meeting to be published by having same advertised in the Record on June 30, 2011; also notice of this meeting has been mailed to the members of the Board, the Borough Clerk, the Public Library, all Elementary Schools, Roy W. Brown Middle School, the High School and posted on the District Website on Monday, December 8, 2011."

Presentation: Jeff Bliss, CPA, Lerch, Vinci, & Higgins – Results of the Annual Audit for the 2010-2011 school year.

Minute Approval:

Trustee Wada moved and Trustee D'Esposito seconded to accept and approve as presented the minutes for The Executive Meeting of November 21, 2011 and The Regular Meeting of November 28, 2011.

Voting YES:	Trustee D'Esposito, Trustee Wada, Vice President Ryder and President Amara
Voting NO:	None
Abstaining:	None

The motion was passed.

Written Communication:

Vice President Ryder moved and Trustee Wada seconded to accept and approve the following correspondence:

Thank you from The McDonald Family.

Voting YES: Trustee D'Esposito, Trustee Wada,
Vice President Ryder and President Amara
Voting NO: None
Abstaining: None

The motion was passed.

Verbal Comments: No Comments

Report and Recommendations of Supt. of Schools:

A. Trustee Wada moved and Trustee D'Esposito seconded to accept and approve the Personnel Recommendations as per the attached list.

Voting YES: Trustee D'Esposito, Trustee Wada,
Vice President Ryder and President Amara
Voting NO: None
Abstaining: None

The motion was passed.

B. General Recommendations:

Trustee Wada moved and Vice President Ryder seconded to block vote motions a-g.

a. Motion to accept and approve the Special Education Services as per the attached list.

b. Motion to accept and approve the formation of a non-stipend Comic Book Club at BHS that will be supervised by teacher volunteer Norm Dapito based on the attached proposal that will remain on file in the business office.

c. Motion to accept and approve that 3 Hoover School teachers, Elena Bonifazio, Tina Pflieger and Shari Gussen be paid for 1.5 hours each at the contractual rate of $25 per hour as presenters for a Parent Workshop on Reading that took place on Tuesday, December 6th from 7-8:30 pm. They will be paid out of Title I funds.

d. Motion to accept and approve the addendum to the Roy W. Brown Middle School and Bergenfield High School Parent Student Handbook to include the revised Extra Curricular participation Code of Conduct.

e. Motion to accept and approve Conferences for Board Approval with Registration Fees over $150.00 Special Education.

f. Motion to accept and approve to amend a previously approved Board resolution to have Despina Athanathiadis and Gerry Pehush work 2.5 hours each on the development of writing units of study for each month- February through June at the contractual rate of $25 per hour for a total of 12.5 hours each.

g. Motion to accept and approve the adoption of the K-5 spelling book series, Words Their Way, 2005 publication from Celebration Press for implementation beginning September 2012.
Note: This spelling program has been piloted successfully in 6 classes at Hoover School. Since it is a differentiated spelling program, it meets the needs of children better than the current series.

Voting YES: Trustee D'Esposito, Trustee Wada, Vice President Ryder and President Amara
Voting NO: None
Abstaining: None

The motions were passed.

Old Business: No old business.

New Business:

Trustee Wada moved and Trustee D'Esposito seconded to block vote motions A-P.

A. Motion to accept and approve the Tuition Contracts for the 2011/2012 school year as per the attached list.

B. Motion to accept and approve the Use of Facilities as per the attached list.

C. Motion to accept and approve the 2010/2011 Audit Report as presented by Jeff Bliss, CPA, Lerch, Vinci, & Higgins.

D. Motion to accept and approve the corrective action for the 2010/2011 Audit Report.

E. Motion to accept and approve the Memorandum of Understanding between the Bergenfield Board of Education and Holy Name Medical Center Occupational Health Service as per the attached. This agreement keeps the Bergenfield Board of Education in compliance with the Department of Transportation (DOT) Drug testing standard. OHS will provide services and implement the drug testing program.

F. Motion to accept and approve Change Order 1 from LaRocca Inc. for the Bergenfield Toilet Room Renovations. Increase of $9,591.00 for changes to The High School, Roy W. Brown Middle School and Lincoln School bathroom projects. The original contract sum was $448,000.00 and is now $457,591.00.

G. Motion to accept and approve Change Order 1 from JRC Construction for the Jefferson Cupola Project. Increase of $2,800.00, this changes the original sum of $38,900.00 to $41,700.00.

H. Motion to accept and approve the following items listed below to be sold on govdeals.com.

IBM Printer
14 Full Cases of Pink Pearl Soap
220 unused World Studies Medieval Times to Today textbooks by Prentice Hall, ISBN 0-13-251659-4

I. Motion to accept and approve the 2011-2012 Joint Transportation Agreement Between The Dumont Board of Education and The Bergenfield Board of Education for two (2) students, one to BCSSSD-Transition Program and to Bergen County Vo-Tech Paramus in the total amount of $14,218.47.

J. Motion to accept and approve the purchase and installation of clocks from Coskeys Electronics, State Contract # A42288 in the amount of $9,700.00.

K. Motion to accept and approve the proposal from KCG for the replacement of six (6) exhaust fans in the High School gym area at a cost of $21,000.00.

L. Motion to accept and approve the following resolution:

WHEREAS, the New Jersey Board of Public Utilities, Office of Clean Energy administers the Local Government Energy Audit Program (Program), an incentive program to assist local government agencies to conduct energy audits and to encourage implementation of energy conservation measures; and,

WHEREAS, the Governing Body of Bergenfield Board of Education has decided to apply to participate in the Local Government Energy Audit Program; and,

WHEREAS, the facilities to be audited are in New Jersey, are owned by the Bergenfield Board of Education, are served by a New Jersey regulated public utility, and that the Bergenfield Board of Education has not already reserved $300,000 in the Program this year as of this application; and,

WHEREAS, it is acknowledged that acceptance into the Program is dependent on the Scope of Work and cost proposal, and that Program rules will have to be met in order to receive incentive funds; and,

WHEREAS, upon acceptance into the Program, the Bergenfield Board of Education will prepare Facility Data Forms and Scopes of Work for each facility to be audited, solicit quotations from the authorized contractors, and submit the Part B application; and,

WHEREAS, the Bergenfield Board of Education understands that energy audit work cannot proceed until an Application Approval Notice is received from the Program; and,

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Bergenfield Board of Education, approves the submission of an Application for participation in the Local Government Energy Audit Program of the New Jersey Board of Public Utilities.

M. Motion to accept and approve Summit Management Solutions to perform transportation consulting at a fee not to exceed $5,000.00.

O. Motion to accept and approve the Inter-Account Transfers relating to the IDEA Grant as per the attached list.

P. Motion to accept and approve the General Fund Inter-Account Transfers as per the attached list.

Voting YES: Trustee D'Esposito, Trustee Wada,
Vice President Ryder and President Amara
Voting NO: None
Abstaining: None

The motions were passed.

Report and Recommendations of Business Administrator/Board Secretary:

Trustee Wada moved and Vice President Ryder seconded to accept and approve as presented:

A. Vouchers for payment in November 2011 #17993 through #18214, #7079 through #7111, #11082011, #11152011, #911151100 through #91115109, #911152011, #911301100 through #911301122 & #911302011 through #911302011 in the total amount of $6,402,735.99.

B. The following motion:

Pursuant to N.J.A.C. 6A:23-2.11(c)3, the Board of Education Secretary certifies that as of November 30, 2011 that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11(a).

Pursuant to N.J.A.C. 6A:23-2.11(c)4, the Board of Education Secretary certifies that as of November 30, 2011, after review of the District's monthly financial reports no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Voting YES: Trustee D'Esposito, Trustee Wada,
Vice President Ryder and President Amara
Voting NO: None
Abstaining: None

The motion was passed.

Verbal Comments: President Amara opened verbal comments at 8:40 pm.

Debbie Padisin –
Commented on how there is less artwork in the district and feels that the children are missing out.

Adjournment: Trustee Wada moved and Vice President Ryder seconded to adjourn the meeting at 8:51 pm.

Voice Vote: 4 YES 0 NO

CT/de