

**BOGOTA BOARD OF EDUCATION
BOGOTA, NEW JERSEY
REGULAR MEETING
December 18, 2018
Bogota Jr./Sr. High School Cafeteria**

CALL TO ORDER by Ms. Kohles President at 7:00 p.m.

FLAG SALUTE

OPEN PUBLIC MEETING ANNOUNCEMENT

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 Bogota Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted in the Bogota Borough Hall, communicated by letter to The Record, filed with the Clerk of the Borough of Bogota and posted on the Bogota Board of Education website.

ROLL CALL by Mr. Evcil, Board Secretary

Members Present: Mrs. Lewis, Mr. McHale, Mrs. Miller, Mr. Moore, Mr. Severino, Mrs. VanBuren, Ms. Montgomery and Mrs. Kohles.

Members Absent: Mrs. DeVore.

Also Present: Mr. Kennedy, Superintendent, Nathanya Simon, Board Attorney, Mr. Evcil, SBA/BS and Elizabeth Ruiz Assistant BS.

Absent: None.

HEARING OF CITIZENS ON AGENDA ITEMS ONLY

Mr. Severino moved, seconded by Mrs. VanBuren, to open to public comments. Motion unanimously approved by a voice call vote.

None at this time.

Mr. Severino moved, seconded by Mrs. VanBuren, to close to public comments. Motion unanimously approved by a voice call vote.

Superintendent's Report

Mr. Kennedy informed and commented on the followings:

- NJSIAA did an audit of the Athletic Department and it passed, all paperwork was good.
- Winter sports started last week and Coach Mahoney won his 650th game.

- Nurse update: We are having a registered nurse every day from agency now and we are still advertising for hiring a registered nurse.
- Mr. Kennedy met with Mr. Scarpa today regarding SLEOIII contract. Mr. Scarpa will be forwarding the contract to their attorney and get the process moving, hopefully we can get this going in January.
- Project Update: Steen School media center classroom has started and getting built this week. New preschool class furniture has been delivered and is being put together, we should be ready to start January 2, 2019.

MINUTES

Approval of the following minutes as submitted by the School Business Administrator/Board Secretary:

November 20, 2018 Regular Meeting – Open November 20, 2018 Regular Meeting - Closed

Mr. Severino moved, seconded by Mrs. VanBuren a motion for the approval of the minutes as submitted. On a roll call vote Mrs. Lewis, Mr. McHale, Mrs. Miller, Mr. Moore, Mr. Severino, Mrs. VanBuren, Ms. Montgomery and Mrs. Kohles voted yes. Motion Carried.

POLICY

Second Reading and Adoption of Policy 5516.01 Student Tracking Devices

12-18-18-01 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the second reading and adoption of Policy 5516.01 Student Tracking Devices.

Second Reading of Policy 8561 Procurement Procedures for School Nutrition Programs

12-18-18-02 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the second reading and adoption of Policy 8561 Procurement Procedures for School Nutrition Programs.

Ms. Montgomery moved, seconded by Mrs. Lewis a motion for the approval of agenda items **12-18-18-01 and 12-18-18-02**. On a roll call vote Mrs. Lewis, Mr. McHale, Mrs. Miller, Mr. Moore, Mr. Severino, Mrs. VanBuren, Ms. Montgomery and Mrs. Kohles voted yes. Motion Carried.

EDUCATION

Approval of SAT/ACT Preparation Courses

12-18-18-03 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves Educational Services Center to provide SAT/ACT preparation courses for the winter/spring of 2018. At no cost to the District.

Approval of Assembly

12-18-18-04 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the Fort Lee Saxophone Quartet to perform at Steen School in January 2019. At no cost to the District.

Approval of Assembly

12-18-18-05 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves Mad Science to perform at Steen School in January 2019. This assembly will be paid for by Steen School PTO.

Approval of HIB

12-18-18-06 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the following harassment, intimidation, and bullying findings:

School	Incident	Description	Consequences/Intervention
Jr./Sr. High School	18-19 #3	Non-HIB	None
Jr./Sr. High School	18-19 #4	Non-HIB	None
Steen School	18-19 #1	Intentional (without hate speech) and designed to harass, intimidate or bully	Detention Parent Notification

Approval of Professional Conferences

12-18-18-07 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the following professional conferences (pending fund availability).

Name	Description	Location	Date	Amount
Evan Arlington	Suicide Assessment & Prevention	RWJ Barnabas Health, Eatontown, NJ	1/30/19	\$75
Shannon Raftery	Activities for strengthening your Physical Education Program	Bureau of Education & Research West Orange, NJ	1/15/19	\$279
Patrick Clark	Activities for strengthening your Physical Education Program	Bureau of Education & Research West Orange, NJ	1/15/19	\$279
Karolyn Misa	Section 504 in New Jersey	PESI Edison, NJ	2/22/19	\$199
Jill Connolly	HIB Certification for Anti-bullying Coordinators and Administrators	Educators Training Institute Lodi, NJ	2/7/19	\$150
Mohammed Saleh	NJASA TECHSPO	Atlantic City, NJ	1/31/09 through 2/1/19	\$450 + mileage and expenses
Katherine Voellm	Google Classroom	Newark, NJ	1/31/18	\$250 + mileage

Approval of Field Trips

12-18-18-08 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the following field trips.

Date	Staff	Students	Location	Expense
12/19/18	Monica Garcia	Multicultural Club Students	Dave and Busters Wayne, NJ	To be paid by students

Approval of Participation in Winter Indoor Track

12-18-18-09 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves student #10832 to participate and represent BHS in Winter Indoor Track during the 2018/2019 school year. The students parent/guardian has volunteered to serve as his coach and to train, transport, and to cover all expenses involved at no cost to the district.

Approval of Care Plus

12-18-18-10 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves/ratifies Care Plus to conduct emergency school clearance assessments at a rate of \$200 per assessments until December 31, 2018.

Approval of Care Plus

12-18-18-11 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves Care Plus to provide behavioral healthcare services at a contracted rate of \$9,800 per month from January 2, 2019 through June 30, 2019.

Rescinds Out of District Placement

12-18-18-12 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board rescinds the placement of Student #25083 at Barnstable Academy. Student has returned to District.

Rescinds Out of District Placement

12-18-18-13 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board rescinds the placement of Student #26501 at Bergen County Technical School - Paramus. Student has moved out of District.

Mrs. VanBuren and Mr. Severino asked questions about Care Plus contract. Mr. Kennedy said there will be additional person with no charge if an intern available, CarePlus will conduct professional development workshops as many as can be for the rest of the year and renewal of the contract will be assessed in June per our needs.

Mrs. VanBuren moved, seconded by Mr. Severino a motion to amend agenda item **12-18-18-10** to add “ratify” and “until December 31, 2018”. On a roll call vote Mrs. Lewis, Mr. McHale, Mrs. Miller, Mr. Moore, Mr. Severino, Mrs. VanBuren, Ms. Montgomery and Mrs. Kohles voted yes. Motion Carried.

Mr. McHale moved, seconded by Ms. Montgomery a motion for the approval of agenda items **12-18-18-03 through 12-18-18-13 and 12-18-18-10 as amended**. On a roll call vote Mrs.

Lewis, Mr. McHale, Mrs. Miller, Mr. Moore, Mr. Severino, Mrs. VanBuren, Ms. Montgomery and Mrs. Kohles voted yes. Motion Carried.

PERSONNEL

All personnel appointments are contingent upon receipt of an affirmative criminal history record check and the holding of proper certification.

Appointment of Substitute Teachers

12-18-18-14 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the appointment of Substitute Teachers as follows for the 2018/2019 school year.

Ivelise Alvarez \$110 per diem

Appointment of Substitute Custodial/Maintenance Worker

12-18-18-15 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the appointment of **Edward Pagnotta** as a substitute custodial /maintenance worker at a salary of \$17 per hour for the remainder 2018/2019 school year.

Approval of Pre-School Teacher Aide

12-18-18-16 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the appointment of **Janela Mete** as a Pre-School Teacher Aide as part of the new Preschool Education Expansion Aid Grant at a salary of \$15 per hour for the remainder of the 2018/2019 school year.

Approval of Teacher Aide

12-18-18-17 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the appointment of **Donna Brugger** as a Teacher Aide at a salary of \$15 per hour for the remainder of the 2018/2019 school year.

Approval of Teacher Aide

12-18-18-18 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the appointment of **Marianela Garcia** as a Teacher Aide at a salary of \$15 per hour for the remainder of the 2018/2019 school year.

Approval of Maternity Leave

12-18-18-19 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the maternity leave of **Heather Demko**, Elementary Special Education at the Bixby School, as follows:

March 11, 2019 through April 29, 2019 using 29 sick days & 2 personal days
April 30, 2019 through June 7, 2019 FMLA and NJFLA running concurrently.
Returning to work June 10, 2019

*above dates subject to change pending used sick days prior to the start of maternity leave and actual date of leave.

Approval of Maternity Leave

12-18-18-20 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the dates of maternity leave for **Andrea Lynch**, Music Teacher at the Jr./Sr. High School, as follows:

September 4, 2018 through September 24, 2018 using 12 sick days & 3 personal days

September 25, 2018 through November 13, 2018 using emergency sick leave bank days

November 14, 2018 through March 1, 2019 FMLA and NJFLA running concurrently. Tentative returning to work March 4, 2019

Approval of Salary Correction

12-18-18-21 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the correction to the salary of **Kathleen Molina** (resolution **11-20-18-32**) as follows:

MA Step 6 \$60,898 + \$1,000 CE = \$61,898

Approval of Rutgers Reading Club Teachers

12-18-18-22 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the following teachers for the after school Rutgers Reading Club Program, salary will be at the BEA contracted rate of \$40 per hour not to exceed 24 hours to be paid through ESEA grant Title IA funds.

<u>Teacher</u>	<u>Location</u>
Laura Ketchum	Bixby School
Trish Miraldi	Bixby School
Kim Nelson	Steen School
Vickie Shepherd	Steen School

Appointment of Media Specialist Maternity Leave

12-18-18-23 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the appointment of **Nanette Riabov** as a maternity leave Media Specialist from January 2, 2019 through April 12, 2019 at a salary of BA Step 1 \$49,888 (prorated) for the 2018/2019 school year.

Mr. McHale moved, seconded by Ms. Montgomery a motion for the approval of agenda items **12-18-18-14 through 12-18-18-23**. On a roll call vote Mrs. Lewis, Mr. McHale, Mrs. Miller, Mr. Moore, Mr. Severino, Mrs. VanBuren, Ms. Montgomery and Mrs. Kohles voted yes. Motion Carried.

FINANCE

Approval of Bill List

12-18-18-24 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves and ratify the payment of bills in the amount of \$1,451,141.27 dated December 18, 2018 as per the attached, which will become part of this resolution.

Approval of Budgetary Line Item Expenditure

12-18-18-25 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, pursuant to N.J.A.C. 6A:23-2.11(C1), that, as of, November 30, 2018 no budgetary line item account has been over-expended in violation of N.J.A.C. 6A:23-2.11(C3), 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 fiscal obligations for the remainder of the fiscal year.

Approval of Payroll Transfer

12-18-18-26 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves/ratifies the payroll and fund transfer for the month of November 2018 in the amount of \$1,182,969.12 dated November 30, 2018 as attached, which shall be made a part of this resolution.

Approval of Report of the Secretary

12-18-18-27 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools the Board approves the Report of the Secretary for the month of November 2018 as attached, which shall be made a part of this resolution.

Approval of Report of the Treasurer

12-18-18-28 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools the Board approves the Report of the Treasurer for the month of November 2018 as attached, which shall be made a part of this resolution.

Approval of Budget Transfers

12-18-18-29 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves/ratifies budget transfers for the month of November 2018; as attached, which shall be made a part of this resolution.

Approval of Appropriation of Excess Extraordinary Aid

12-18-18-30 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the appropriation of \$136,774 in excess Extraordinary Aide from the 2017-2018 school year to be appropriated in the 2018-2019 school year. The funds are to be used for Capital Outlay expenditures and maintenance services as follows:

11-000-261-420	\$28,674.00	Maintenance Services
12-000-252-732	\$39,000.00	Non - Instructional IT Equipment
12-000-263-732	\$34,885.00	Non - Instructional Grounds Equipment
12-000-400-450	\$34,215.00	E. Roy Bixby Media Center Renovation*

*pending County Executive Superintendent approval

Approval of Contract with William Paterson University

12-18-18-31 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves/ratifies award of contract with William Paterson University for Preschool professional development services for the period December 19, 2018 through May 30, 2019 in the amount of \$5,000 which will be subsidized through a WP ECE funded grant.

Approval of Private Provider Contract with Bogart Memorial School

12-18-18-32 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves/ratifies award of Private Provider contract with Bogart Memorial School for 2018-2019 school year preschool education program in the amount of \$313,128 (\$13,047 per student) which will be funded by PEEA grant.

Approval of Private Provider Contract with Trinity Lutheran School

12-18-18-33 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves/ratifies award of Private Provider contract with Trinity Lutheran School for 2018-2019 school year preschool education program in the amount of \$156,564 (\$13,047 per student) which will be funded by PEEA grant.

Approval of Change Order

12-18-18-34 WHEREAS, Department of Education Office of School Facilities approved change orders on November 27, 2018 that exceed 20% of original contract due to unforeseen conditions for E. Roy Bixby Elementary School Lintel Replacement Project,

BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approve change order #3 for E. Roy Bixby Elementary School Lintel Replacement Project in the amount of \$68,125.50 as follows:

New stones for could not salvaged while replacing	\$15,663.00
Stones Modification for two openings/Maplewood	\$5,040.00
Steel Modifications to re-support roof and ceiling joists, Maplewood Ave opening	\$14,127.50
Steel Modifications to re-support roof and ceiling joists, Fischer Ave opening	\$28,255.00
Stones Modification for two openings/Fischer	<u>\$5,040.00</u>
Total	\$68,125.50

Approval of Capital Reserve Transfer

12-18-18-35 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the transfer from Capital Reserve to Capital Outlay for E. Roy Bixby Elementary School Lintel Replacement Project change order #3 in the amount of \$68,125.50.

Approval of Change Order

12-18-18-36 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approve change order #1 for Bogota Jr./Sr. High School Site Improvement Project as no change in the total amount:

Changes per Costa Engineering (Borough) for permits	\$7,500.00
Additions per Costa Engineering Palisade Ave ramps, ADA	\$12,650.00
Privacy slats installed	\$20,251.73

The footing cut back to accommodate new stair construction	\$5,000.00
Many clay pipes removed underground that not in drawings	\$23,458.86
Curbing outside Board office replaced	\$2,160.00
The walls of the V shaped stair cut down for visibility/safety	\$20,000.00
The shed was removed from the project	-\$62,500.00
The guard rail along window well was eliminated	-\$10,000.00
Repair broken window and cleaning dirt due to construction	-\$1,021.36
The curbing along left side Phase 2 removed	-\$1,700.00
Allowance	<u>-\$15,799.23</u>
Net Total	\$0.00

Remaining allowance: -\$9,200.77

Authorization of Competitive Contracting

12-18-18-37 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board authorize the use of competitive contracting process pursuant to N.J.S.A. 18A:18A:4.3 for substitute teacher services upon approval of Department of Community Affairs if applicable. The competitive contracting process will be administered by School Business Administrator/Purchasing Agent with consultation of Board Legal Counsel.

Mrs. VanBuren asked about the beam in Bixby lintel project. Mr. Kennedy said there is no change of the beam sizes, change orders were related to modifications because of the different structures of each openings.

Mrs. VanBuren asked about the elimination of guard rail along window well. Mrs. Alexis Goldman, Architect of the Record, said there is no space to walk by the window well and it was extra.

Mr. Severino moved, seconded by Mrs. VanBuren a motion to amend agenda item **12-18-18-24** to approve and ratify amount \$1,451,141.27. On a roll call vote Mrs. Lewis, Mr. McHale, Mrs. Miller, Mr. Moore, Mr. Severino, Mrs. VanBuren, Ms. Montgomery and Mrs. Kohles voted yes. Motion Carried.

Mrs. VanBuren moved, seconded by Mr. Severino a motion to amend agenda items **12-18-18-32 and 12-18-18-33** as "approves/ratifies". On a roll call vote Mrs. Lewis, Mr. McHale, Mrs. Miller, Mr. Moore, Mr. Severino, Mrs. VanBuren, Ms. Montgomery and Mrs. Kohles voted yes. Motion Carried.

Mr. Moore moved, seconded by Mrs. Lewis a motion for the approval of agenda items **12-18-18-24 through 12-18-18-37; 12-18-18-24, 12-18-18-32 and 12-18-18-33 as amended**. On a roll call vote Mrs. Lewis, Mr. McHale, Mrs. Miller, Mr. Moore, Ms. Montgomery and Mrs. Kohles voted yes, Mr. Severino and Mrs. VanBuren voted yes on all except both voted no **only 12-18-18-24 check# 022934**. Motion Carried.

BUILDINGS AND GROUNDS

Accepts Donation

12-18-18-38 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board accepts the donation of fifteen (15) bathroom partitions from Specialties Direct.

Mr. Severino moved, seconded by Mr. McHale a motion for the approval of agenda items **12-18-18-38**. On a roll call vote Mrs. Lewis, Mr. McHale, Mrs. Miller, Mr. Moore, Mr. Severino, Mrs. VanBuren, Ms. Montgomery and Mrs. Kohles voted yes. Motion Carried.

COMMITTEE REPORTS

None.

OLD BUSINESS

Mrs. VanBuren asked if a meeting has been arranged with our NJSBA field representative Mr. Matt Lee. Mrs. Kohles said that we will arrange a meeting after the January 3, 2019 reorganization meeting.

NEW BUSINESS

Ms. Montgomery asked if it is possible to include the attachments of the agendas via email. Mrs. Kohles said the parent brought to the borough council the concern to have crossing guards at the high school. Mrs. VanBuren shared information from NJSBA workshop she attended in November that had a presentation about non-college bound students and different educational programs.

HEARING OF PUBLIC

Mr. Severino moved, seconded by Mr. McHale, a motion to open the meeting in public session. Motion unanimously approved by a voice call vote.

None at this time.

Mr. Severino moved, seconded by Mr. McHale, a motion to close the meeting in public session. Motion unanimously approved by a voice call vote.

EXECUTIVE SESSION

WHEREAS, C.231, P.L. 1975, also known as the Sunshine Law, authorizes a public body to meet in executive or private session under certain limited circumstances; and

WHEREAS, said law requires the Board to adopt a resolution at a public meeting before it can meet in such an executive or private session:

NOW, THEREFORE BE IT RESOLVED, by the Bogota Board of Education, that:

1. It does hereby determine that it is necessary to meet in Executive Session on December 18, 2018, at 7:32 p.m. to discuss matters involving litigation and legal matters.
2. That the matter discussed will be made public if and when confidentiality is no longer required and action pursuant to said discussion shall take place only at a public meeting.

ACTION MAY OR MAY NOT BE TAKEN UPON RETURN FROM EXECUTIVE SESSION

Mr. McHale moved seconded by Mr. Severino a motion for closed session discussion. Motion unanimously approved by a voice call vote at 7:32 p.m.

Mr. Severino moved, seconded by Mr. Moore, a motion to open the meeting in public session. Motion unanimously approved by a voice call vote 7:59 p.m.

ADJOURNMENT

Mr. McHale moved, seconded by Mr. Moore a motion for adjournment of the meeting at 7:59 p.m. Motion unanimously approved by a voice call vote.

Respectfully submitted,



Irfan Evcil
Board Secretary