# BOGOTA BOARD OF EDUCATION BOGOTA, NEW JERSEY WORK SESSION/ACTION MEETING MARCH 13, 2018

**CALL TO ORDER** by Mrs. Kohles, Board President at 7:01 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. DeVore, Mrs. Lewis, Mrs. Miller, Mr. McHale, Mr. Moore, Mr. Severino, Mrs. VanBuren, Ms. Montgomery and Mrs. Kohles.

Members Absent: None

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

Absent: None.

Mr. Severino moved, seconded by Mrs. VanBuren, a motion to dispense with the regular order of business. Motion unanimously approved by a voice call vote.

Mr. Moore moved, seconded by Mr. Severino, to open to public comments for any topic. Motion unanimously approved by a voice call vote.

Teachers and parents spoke in support of the candidates for Superintendent. They all supported the candidates from the Bogota public school system and requested from Board members to make a good decision with best judgement which will affect the District and residents.

The residents and staff requested more details on the status to upgrade and to enhance security of our schools.

Mr. McHale moved, seconded by Mr. Moore, to close to public comments. Motion unanimously approved by a voice call vote.

Mrs. DeVore moved, seconded by Mr. Moore, to open to public comments for any topic again. Motion unanimously approved by a voice call vote.

High School teacher expressed his disappointment of teachers for the Superintendent candidates. He also stated that he is upset that some union members support one candidate over to another and staff shouldn't be involved. He said that this is Board decision as elected officials, trusted the interview process, members know better and will make best decision.

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

Mrs. VanBuren moved, seconded by Mr. Severino, a motion for closed session to discuss personnel – Superintendent position.

On a roll call vote Mr. McHale, Mr. Severino and Mrs. VanBuren voted yes, Mrs. DeVore, Mrs. Lewis, Mrs. Miller, Mr. Moore, Ms. Montgomery and Mrs. Kohles voted no. Motion failed.

# Superintendent's Report

Dr. Varcadipane gave update regarding National Walk Out Day for March 14, 2018, the Bogota High School driveway renovation project and search for security system integration with PD. Dr. Varcadipane informed that preliminary Budget will be proposed next meeting.

# ACTION ITEM EDUCATION

# **Approval of Field Trips**

**3-13-18-01 BE IT RESOLVED**, that, upon the recommendation of the Superintendent of Schools, the Board approves the following field trips.

Date	Staff Members	Grade	Location	Cost of Trip
3/19/18	Cindy Piano Cali Skrnich	Grade 3	Suez Water Treatment Plant	None
3/23/18	Jennifer Cataldi Diana Evans	Grade 3	Suez Water Treatment Plant	None

Mr. McHale moved, seconded by Mr. Moore a motion for the approval of agenda item **23-13-18-01**. On a roll call vote Mrs. DeVore, Mrs. Lewis, Mr. McHale, Mrs. Miller, Mr. Moore, Mr. Severino, Mrs. VanBuren, Ms. Montgomery and Mrs. Kohles voted yes. Motion Carried.

# WORK SESSION MINUTES

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

February 6, 2018 Work Session/Action Meeting Open February 6, 2018 Work Session/Action Meeting Closed February 13, 2018 Regular Meeting Open

Moved:

Seconded:

The agenda items **3-20-18-01 through 3-20-18-07** for the regular meeting of the board for March 20, 2018 was reviewed and a consent agenda was established.

## **EDUCATION**

**Approval of Student Teacher** 

3-20-18-01 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approve of Jessica Pobutkiewicz a Fairleigh Dickinson University Student to complete her Student Teaching at Bixby School under the supervision of Nicole Schiavello for the 2018/2019 school year.

Moved:

Seconded:

JD, EL, PMH, MM, JM, CS, KVB, AM, LK

**Approval of Field Trips** 

**3-20-18-02 BE IT RESOLVED,** that, upon the recommendation of the Superintendent of Schools, the Board approves the following field trips.

Date	Staff Members	Grade	Location	Cost of Trip
5/4/18	Barry McCann Andrea Lynch	Grade 7-12 Band and Choir Competition Trip	Dorney Park, PA	To be paid by students & parent fundraising
4/24/18	Brad DiRupo Shannon Raftery Monica Garcia	Driver Education Students Annual Educational Symposium	Palisadium Cliffside Park, NJ	None
5/31/18	Samantha Smith Lorrie Nichols	Grade 4	Liberty Science Center	To paid by students & PTO

Moved:

Seconded:

JD, EL, PMH, MM, JM, CS, KVB, AM, LK

## **Approval of Professional Conferences**

3-20-18-03 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
Melissa Herman	Positive Psychology	Hackensack, NJ	3/19/18	None
	Principles for Enhancing			
	Child Development			

Moved:

Seconded:

JD, EL, PMH, MM, JM, CS, KVB, AM, LK

## Approval of Assembly

**3-20-18-04 BE IT RESOLVED,** that, upon the recommendation of the Superintendent of Schools, the Board approve of the History Alive Assembly to take place at Steen School. This assembly is sponsored by the PTO.

Moved:

Seconded:

Approval of Use of Bogota Bus

3-20-18-05 **BE IT RESOLVED**, that, upon the recommendation of the Superintendent of Schools, the Board approves the request from the Bogota American Legion to use the Bogota School

Bus on Monday May 28, 2018, as per the attached letter.

Moved:

Seconded:

JD, EL, PMH, MM, JM, CS, KVB, AM, LK

**Approval of Home Instruction** 

3-20-18-06 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the

Board approves home instruction for student #27516 to be provided by Diane Baranello at

the BEA contracted rate of \$40 per hour.

Moved:

Seconded:

JD, EL, PMH, MM, JM, CS, KVB, AM, LK

**Approval of Home Instruction** 

3-20-18-07 **BE IT RESOLVED**, that, upon the recommendation of the Superintendent of Schools, the Board approves home instruction for student #25255 at the BEA contracted rate of \$40 per

hour to be provided by the following teachers.

Dianne Kelemen

Pura Martinez

Ryan Yaiser

Kristy Duchensky

Carol Murphy

Moved:

Seconded:

JD, EL, PMH, MM, JM, CS, KVB, AM, LK

Mrs. VanBuren asked the rates of bus aides in #11. Dr. Varcadipane said there is no separate rates or distinction for bus aides and these are regular rates for aides.

Mrs. Lewis asked the substitute rate in #10. Dr. Varcadipane said it is for substitutes who has teacher certification.

The agenda items 3-20-18-08 through 3-20-18-11 for the regular meeting of the board for March 20, 2018 was reviewed and a consent agenda was established.

# **PERSONNEL**

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

Approval of Salary Adjustment

BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the 3-20-18-08 Board approves the salary adjustment for Horizontal/Lateral Movements retroactive to February 1<sup>st</sup>, as per the negotiated Agreement for the 2017/2020 school year for the

following staff members.

Name	Current Salary	Adjustment
Joanne Hrabovsky	MA Step 8 \$67,023	MA +30 Step 8 \$73,023

Moved:

Seconded:

# Approval of Custodial/Maintenance Worker

**3-20-18-09 BE IT RESOLVED,** that, upon the recommendation of the Superintendent of Schools, the Board approves the appointment of **Ulysses Torres** as a Full Time Custodial/Maintenance Worker at a salary of \$46,500 prorated for the 2017/2018 school year commencing on April 1, 2018.

Moved:

Seconded:

JD, EL, PMH, MM, JM, CS, KVB, AM, LK

## **Approval of Substitute Teacher**

3-20-18-10 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves the revision to the appointment of the following Substitute Teachers for the 2017/2018 school year (resolution #2-13-18-13).

**Andrew Ongchin** 

\$110 per diem

Moved:

Seconded:

JD, EL, PMH, MM, JM, CS, KVB, AM, LK

## **Approval of Bus Aides**

**3-20-18-11 BE IT RESOLVED,** that, upon the recommendation of the Superintendent of Schools, the Board approves/ratifies the appointment of **Lewis Marx** as a bus aide at his regular aide rate of \$19 per hour for the 2017/2018 school year.

**BE IT FURTHER RESOLVED,** that, upon the recommendation of the Superintdent of Schools, the Board approves **Brenda Arroyo** & **Maria Baranello** as substitute bus aides at their regular aide rate of \$15 per hour for the 2017/2018 school year.

Moved:

Seconded:

JD, EL, PMH, MM, JM, CS, KVB, AM, LK

#### **FINANCE**

# **Approval of Bill List**

**3-20-18-12 BE IT RESOLVED**, that, upon the recommendation of the Superintendent of Schools, the Board approves the payment of bills in the amount of dated as per the attached, which will become part of this resolution.

Moved:

Seconded:

JD, EL, PMH, MM, JM, CS, KVB, AM, LK

# Approval of Budgetary Line Item Expenditure

3-20-18-13 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, February 28, 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.

Moved:

Seconded:

Approval of Payroll Transfer

**3-20-18-14 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 February in the amount of \$1,088,847.70 dated February 28, 2018 as attached, which shall be made a part of this resolution.

Moved:

Seconded:

JD, EL, PMH, MM, JM, CS, KVB, AM, LK

Approval of Report of the Secretary

3-20-18-15 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools the Board approves the Report of the Secretary for the month of as attached, which shall be made a part of this resolution.

Moved:

Seconded:

JD, EL, PMH, MM, JM, CS, KVB, AM, LK

**Approval of Report of the Treasurer** 

**3-20-18-16 BE IT RESOLVED,** that, upon the recommendation of the Superintendent of Schools the Board approves the Report of the Treasurer for the month of as attached, which shall be made a part of this resolution.

Moved:

Seconded:

JD, EL, PMH, MM, JM, CS, KVB, AM, LK

**Approval of Budget Transfers** 

**3-20-18-17 BE IT RESOLVED,** that, upon the recommendation of the Superintendent of Schools, the Board approves/ratifies budget transfers for the month of ; as attached, which shall be made a part of this resolution.

Moved:

Seconded:

JD, EL, PMH, MM, JM, CS, KVB, AM, LK

**Approval of South Bergen Jointure** 

3-20-18-18 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board does hereby approve an agreement with the South Bergen Jointure Commission, an approved Coordinated Transportation Services Agency, for the purposes of transporting students in accordance with Chapter 53, P.L. 1997 for the time period 2018/2019 school year. The services to be provided include, but are not limited to, the Coordinated Transportation of nonpublic, out of district special education, vocational and summer programs.

BE IT FURTHER RESOLVED, that the Bogota Board of Education agrees to abide by the Transportation Services Agreement as published by the South Bergen Jointure Commission and attached to this resolution

Moved:

Seconded:

JD, EL, PMH, MM, JM, CS, KVB, AM, LK

Approval of Aide in Lieu

**3-20-18-19 BE IT RESOLVED,** that, upon the recommendation of the Superintendent of Schools, the Board ratifies/approves Aide in Lieu, for transportation, for the following students attending Unity Charter School in Morris Township in the amount of \$1,000 per student for a total of \$2,000 for the 2017/2018 school year.

Student #26350 Student #10301

Moved:

Seconded:

JD, EL, PMH, MM, JM, CS, KVB, AM, LK

**Approval of Change orders** 

3-20-18-20 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approve change order for Boiler Upgrade Project for all schools as decrease in the amount of \$20,500 as follows:

Credit for recommended changes to the insulation layout specified

-\$13,000

Credit unused contract allowance

<u>- \$7,500</u>

Net Total:

-\$20,500

Moved:

Seconded:

JD, EL, PMH, MM, JM, CS, KVB, AM, LK

#### **Award Contract for Internet and IT Infrastructure**

**3-20-18-21 WHEREAS**, the Board of Education solicited Request for Proposal for E-rate Category One and Category Two services, at Bogota Jr./Sr. High, Lillian M. Steen Elementary and E. Roy Bixby Elementary Schools, and

WHEREAS, the RFPs were reviewed in the office of the School Business Administrator

Now, therefore, be it RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Bogota Board of Education awards contracts for the following service providers for 2018-2019 school year, pursuant to RFP process as the lowest responsible bidder and approve to apply E-rate grant.

Category 1:

	Description of		
Vendor	Services	Contract Amount	E-Rate Grant
Verizon	1 Gb Fios Internet	\$279/month per building	80% E-Rate eligible
	circuits, 24 months	\$3,348/year per building	(depends on actual
			Oct. 15 enrollment)
	Total	\$10,044.00	\$8,035.20
		annually for all buildings	

Category 2:

				E-Rate
Vendor	<b>Description of Services</b>	Contract Amount		Grant
Techno Time	IT infrastructure,	Bixby	\$38,973.15	\$31,178.52
Business Solutions,	Category 2 eligible items	Steen	\$43,054.95	\$34,443.96
Inc.	– Data Network,	Jr./Sr. HS	\$99,618.63	\$64,948.50
	Wireless, Cabling,			
	Firewall, UPS			
	Total for all buildings		\$181,646.73	\$130,570.98

Moved:

Seconded:

#### **Award Contract**

**3-20-18-22 WHEREAS**, the Board of Education solicited quotations for Lillian M. Steen Elementary School sidewalks repair and concrete base installation for sheds and benches on the fields, and

WHEREAS, the quotations were reviewed in the office of the School Business Administrator with the following lowest quotes from Max Adamo Construction, Inc.:

Sidewalk repair in front of Steen building
Concrete slab for 11 storage sheds
Concrete slab for 7 benches
\$3,510

Now, therefore, be it RESOLVED, that, upon the recommendation of Superintendent of Schools, the Bogota Board of Education approve to award the contract for sidewalk repair and concrete base installation from Max Adamo Construction, Inc. in the amount of \$22,170.

Moved:

Seconded:

JD, EL, PMH, MM, JM, CS, KVB, AM, LK

Mr. Severino asked whether these sheds in #22 are in our field. Mr. Moore said the sheds are not in our field used by high school softball team.

The agenda item 3-20-18-23 for the regular meeting of the board for March 20, 2018 was reviewed and a consent agenda was established.

### **BUILDINGS AND GROUNDS**

# **Approval of Bogota Police Duty**

3-20-18-23 BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board approves/ratifies the use of the a Bogota Police Officer to guard the door at the High School on February 26, 2018 through March 1, 2018 at a rate of \$875 per day.

Moved:

Seconded:

JD, EL, PMH, MM, JM, CS, KVB, AM, LK

## **COMMITTEE REPORTS**

Mrs. VanBuren reminded that Policy#1120 should be in agenda for second reading. Dr. Varcadipane said it will be on regular meeting agenda.

#### **OLD BUSINESS**

Mr. McHale asked about security systems update. Dr. Varcadipane team is preparing the report.

#### **NEW BUSINESS**

None at this time.

## **HEARING OF PUBLIC**

Moved:

Seconded:

JD, EL, PMH, MM, JM, CS, KVB, AM, LK

During this portion of the meeting, the residents are invited to address the Board with any questions, comments or concerns there may be with respect to the operation of their school.

JD, EL, PMH, MM, JM, CS, KVB, AM, LK

Moved:

Seconded:

### **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 March 13, 2018, at 7:46 p.m. to discuss matters involving negotiations, litigation, personnel Superintendent position.
- 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. Moore a motion for closed session discussion. Motion unanimously approved by a voice call vote at 7:46 p.m.

Mr. Moore moved, seconded by Mrs. Lewis, a motion to open the meeting in public session. Motion unanimously approved by a voice call vote at 8:10 p.m.

Mr. Severino moved, seconded by Mrs. VanBuren to add to the agenda item 03-13-18-02,

**03-13-18-02 BE IT RESOLVED,** that the Bogota Board of Education does hereby appoint Damon Englese, as Superintendent of Schools, effective July 1, 2018 through June 30, 2021, contract shall be prepared and sent to the Executive County Superintendent for review once approval is received by the county, the contract shall be submitted to the board.

On a roll call vote Mr. McHale, Mr. Severino and Mrs. VanBuren voted yes, Mrs. DeVore, Mrs. Lewis, Mrs. Miller, Mr. Moore, Ms. Montgomery and Mrs. Kohles voted no. Motion Failed.

Ms. Montgomery apologized to the public for the board's behavior stating that they had a disagreement in closed session and the mature way to handling it was to walk out. She further stated that she was embarrassed.

Mr. Severino then asked Ms. Montgomery whether she and other board members met to discuss the position of superintendent last week. Ms. Montgomery replied yes. Mr. Severino asked how many members were present, Ms. Montgomery responded four.

# **ADJOURNMENT**

Mr. McHale moved, seconded by Mr. Moore a motion for adjournment of the meeting at 8:16 p.m. Motion unanimously approved by a voice call vote except for Mrs. VanBuren opposed.

Respectfully submitted,

Irfan Evcil/

**Board Secretary**