

**MINUTES**

**NORTH HALEDON BOARD OF EDUCATION - ORGANIZATIONAL MEETING**

January 5, 2022

7:00 PM

The Meeting of the NORTH HALEDON Board of Education was held on Wednesday, January 5, 2022 at 7:00 PM in the Virtual Meeting via Zoom Platform.

Present:

- Board Member Lucy DeNova
- Board Member Amy Guido
- public Cherie VanZile
- Board Member Steven Karecki
- Board Member Nicholas Nagy
- Board Member Jeremy Serfozo
- Board Member Dina O'Donnell
- Caitlyn Perfetti
- Board Member LauraLee Harding

**I. Call to Order by BA/Board Secretary, Debra Andreniuk**

Ms. Debra Andreniuk, Business Administrator/Board Secretary called the meeting to order at 7:04pm.

**II. Pledge of Allegiance**

**III. Open Public Meeting Notice**

**The New Jersey Open Public Meeting Law was enacted to insure 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. The notice requirements of the "Open Public Meetings Act" of the State of New Jersey have been satisfied by the inclusion of the date, time, place and purpose of this Workshop/Action Meeting in a legal advertisement in The Record (January 16, 2021, September 12, 2021 and December 27, 2021) and The Star Ledger (January 16, 2021, September 14, 2021 and December 29, 2021) with copies posted at the North Haledon Municipal Building, Memorial and High Mountain Schools. The Notice was also filed with the Borough Clerk of North Haledon, posted on the District's website and sent to those requesting that such a noticed be mailed to them.**

**IV. Report of Election Results by BA/Board Secretary**

The general election, which included the results for the Annual School Board Election of the Borough of North Haledon was held on November 2, 2021 pursuant to notice given and in accordance with current school law. A total of 4,672 ballots cast, including Election Day ballots cast at the seven election districts, Mail-in, Early Voting, Provisional and Overseas ballots.

BE IT RESOLVED, that the North Haledon Board of Education acknowledges the results of the General Election for membership on the Board of Education, which was held on November 2, 2021 as noted below, and as certified by the Clerk of the County of Passaic.

<u>Names of Candidates</u>	<u># Votes</u>
<b>Laura Lee Harding</b>	<b>1,540</b>
<b>Caitlin Perfetti</b>	<b>1,506</b>
<b>Amy D. Guido</b>	<b>1,616</b>
Write In Candidates:	10

**V. Administer Oath of Office to newly elected Board Members**

Laura Lee Harding -3 Year Term  
Caitlin Perfetti -3 Year Term  
Amy D. Guido -3 Year Term

Mayor Randy George will administer the Oath of Office to all newly elected members.

Mr. Randy George, Mayor of North Haledon administered the Oath of Office to the three newly elected board members.

**VI. Roll Call**

Also Present: Nicholas Coffaro, Superintendent of Schools

Debra Andreniuk, Business Administrator/Board Secretary

Forty members of the public were present.

**VII. Call for Nominations for the Election of the President**

*The Board Secretary will request nominations for the office of President of the North Haledon Board of Education.*

*Nominations DO NOT require a second. Any member nominated MAY decline the nomination.*

The following persons are hereby nominated for the Office of President of the North Haledon Board of Education:

**NAME #1:**

**NOMINATED BY:**

**NAME #2:**

**NOMINATED BY:**

*Once there are no further nominations, the following action should be taken to close the nominations.*

**NAME #1: Lucy DeNova**

**NOMINATED BY: Cherie Van Zile**

**VIII. Motion to Close Nominations for President**

BE IT RESOLVED, the North Haledon Board of Education hereby closes nominations for the Office of President.

The motion was made by Board Member Guido and seconded by public VanZile, and with a unanimous roll call vote, the motion carried.

**IX. Official Voting for President**

*The procedure for voting for the President is as follows: the Chair shall call for roll call vote for each person nominated in the order in which they were nominated. The first person to reach the required (5) five affirmative votes shall be declared the President.*

***OR-if there is only one nomination***

BE IT RESOLVED, the Board hereby directs the Board Secretary to cast one (1) ballot on behalf of \_\_\_\_\_ for President of the North Haledon Board of Education.

A. Vote for Lucy DeNova-

After roll call vote, all members have voted for yes for Ms. DeNova to assume the role of President.

**X. The Newly Elected President Will Occupy the Chair**

Ms. L. DeNova occupies the Chair.

**XI. Call for Nominations for the Election of Vice President**

*The President will request nominations for the office of Vice-President of the North Haledon Board of Education.*

*Nominations DO NOT require a second. Any member nominated MAY decline the nomination.*

The following persons are hereby nominated for the Office of Vice-President of the North Haledon Board of Education:

**NAME #1:**

**NOMINATED BY:**

**NAME #2:**

**NOMINATED BY:**

*Once there are no further nominations, the following action should be taken to close the nominations.*

NAME #1: Dina O'Donnell

NOMINATED BY: Amy Guido/Caitlyn Perfetti

**XII. Motion to Close Nominations for Vice-President**

BE IT RESOLVED, By Order of the Board, the nominations for Vice President of the North Haledon Board of Education are closed.

The motion was made by Board Member Karecki and seconded by Board Member Nagy, and with a unanimous roll call vote, the motion carried.

**XIII. Official Voting for Vice President**

*The procedure for voting for the Vice-President is as follows: the President shall call for roll call vote for each person nominated in the order in which they were nominated. The first person to reach the required (5) five affirmative votes shall be declared the Vice-President.*

***OR-if there is only one nomination***

BE IT RESOLVED, the Board hereby directs the President to cast one (1) ballot on behalf of \_\_\_\_\_ for Vice-President of the North Haledon Board of Education.

A. Vote for Ms. Dina O'Donnell -

After roll call vote, all members have voted yes. Ms. Dina O'Donnell has been declared Vice-President.

**XIV. New Business**

**BE IT RESOLVED that the North Haledon Board of Education, upon the recommendation of the Superintendent of Schools and the Business Administrator/Board Secretary hereby approves the following new business resolutions, required for the annual organization of the Board of Education: Resolutions A-H.**

**Discussion/Comments:**

Ms. DeNova advised the other BOE members that she would be reaching out to them regarding which committees they have interest in.

The motion was made by public VanZile and seconded by Board Member O'Donnell, and with the following

roll call vote:

Board Member DeNova yes

Board Member Guido yes

Board Member Karecki yes

Board Member Nagy yes

Board Member Serfozo yes

Board Member O'Donnell yes

Perfetti yes

Board Member Harding yes

the motion carried.

A. Acknowledgement of Code of Ethics for School Board Members (Policy 0142)

BE IT RESOLVED, that the Board of Education acknowledges the authority of Policy #0142 the Code of Ethics for School Board members stated at N.J.S.A.18A:12-24.1, acknowledges receipt of a copy of the Code of Ethics, and shall sign a copy of the Code of Ethics to remain on file in the Board Offices during the members' term of office.

**18A:12-24.1 Code of Ethics for School Board Members**

A school board member shall abide by the following Code of Ethics for School Board Members:

- a. I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
- c. I will confine my board action to policy making, 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.
- d. 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.
- e. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.
- f. 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.
- g. 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 school.
- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. 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.

B. Approval of Regular Board of Education Meeting Dates

BE IT RESOLVED that the regular meetings for the North Haledon Board of Education will be held in accordance with the following schedule which will be distributed to each Board Member and the Public; and

BE IT FURTHER RESOLVED that formal action may be taken at all Board Meetings which shall be held as indicated and shall begin at 7:00 p.m. unless otherwise noted and shall be open to the public in accordance with Open Public Meetings Act of the State of New Jersey.

January 19, 2022	Regular Meeting	Virtual Via Zoom
February 9, 2022	Regular Meeting	Virtual Via Zoom
March 16, 2022 (6:30pm)	Ethics Training & Regular Meeting	Virtual Via Zoom
April 27, 2022	Regular Meeting	Virtual Via Zoom
May 18, 2022	Regular Meeting	Virtual Via Zoom
June 15, 2022	Regular Meeting	Virtual Via Zoom
August 17, 2022	Regular Meeting	Virtual Via Zoom
September 21, 2022	Regular Meeting	Virtual Via Zoom
October 19, 2022	Regular Meeting	Virtual Via Zoom
November 16, 2022	Regular Meeting	Virtual Via Zoom
December 14, 2022 (6:30pm)	Regular Meeting	Virtual Via Zoom
January 4, 2023	Organizational Meeting	Virtual Via Zoom

#### C. Approval of Committees

BE IT RESOLVED, that the following committees and Board appointments are established for the newly reorganized North Haledon Board of Education:

Committees:

1. Curriculum
2. Facilities & Services
3. Finance
4. Personnel
5. Policy
6. PR/Communications

Board appointments:

1. Board of Recreation
2. Borough Council
3. Planning Board
4. New Jersey and Passaic County School Boards Association

#### D. Designation of Official Newspapers (Policy 0154)

WHEREAS, N.J.S.A. 18A:18A-1 et seq. requires the Board to designate an official newspaper, and

WHEREAS, Chapter 231 of the Public Laws of NJ (1975) known as, and hereinafter designated as, the "Open Public Meetings Act" requires notification of meetings of public bodies, as therein defined, in the

manner therein set forth,

NOW THEREFORE BE IT RESOLVED that, for purposes of compliance with the Open Public Meetings Act, the North Haledon Board of Education makes the following designations:

The Record and The Star Ledger are hereby designated as the two newspapers to receive notification of meetings as required by any and all sections of the Open Public Meetings Act for the period of January 5, 2022 through January 4, 2023.

E. Adoption of Policies and By-Laws (Policy #0000.01 and 0154)

RESOLVED, that the bylaws and policies printed and codified in the comprehensive document entitled “Bylaws and Policies of the North Haledon Board of Education are hereby adopted and that all bylaws and policies heretofore adopted by the North Haledon Board of Education and inconsistent with the bylaws and policies hereby adopted are hereby rescinded, and

BE IT FURTHER RESOLVED, that in the event any policy, part of a policy or section of the bylaws is judged to be inconsistent with law or inoperative by a court of competent jurisdiction or is invalidated by a policy or contract duly adopted by this Board, the remaining bylaws, policies, and parts of policies shall remain in full effect.

F. Designation of Official Depositories and Signatories (Policy 0154)

BE IT RESOLVED that the Board of Education of the Borough of North Haledon designates the Lakeland Bank as the Official Depository of District Funds for the 2022 calendar year; and BE IT FURTHER RESOLVED that the Board approve the following list of accounts and signatories for funds held at the approved accounts. All warrants drawn on these accounts must contain no less than one “live” signature.

<b><u>General Account</u></b>	
Any three of the following persons:	1. President or Vice-President
	2. Board Secretary
	3. Treasurer
<b><u>Cafeteria Checking Account</u></b>	
Any two of the following persons:	1. President or Vice-President
	2. Board Secretary
<b><u>Student Activity Account</u></b>	
Any two of the following persons:	1. Principal
	2. Building Secretary
	3. Board Secretary
<b><u>Payroll Agency Account-Facsimile Required</u></b>	
All of the following persons:	1. Board Secretary
	2. Treasurer
<b><u>Payroll Account-Facsimile Required</u></b>	

One of the following persons:	1. Board Secretary
	2. Treasurer
<b><u>Unemployment Insurance Trust Account</u></b>	
Any two of the following persons:	1. President or Vice-President
	2. Board Secretary
<b><u>Business Office Petty Cash Account</u></b>	
Any two of the following persons:	1. Business Administrator or Superintendent
	2. Assistant to the Business Administrator

G. Re-Adoption of Curriculum and Textbooks (Policy 0154)

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Board readopt all current written curriculum, courses, textbooks, workbooks and ancillary materials for the North Haledon School District for the ensuing school year.

H. School Board Recognition Month-January 2022

**WHEREAS,** The New Jersey School Boards Association has declared January 2022 to be School Board Recognition Month, a time when all residents can acknowledge the contributions made by our local school board members; and

**WHEREAS,** The North Haledon Board of Education is one of 580 local school boards in New Jersey, which sets policies and oversees operations for public school districts; and

**WHEREAS,** The North Haledon Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

**WHEREAS,** New Jersey’s local school boards help determine the educational goals for approximately 1.4 million children in pre-kindergarten through 12<sup>th</sup> grade; and

**WHEREAS,** New Jersey’s 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

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

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

**WHEREAS,** New Jersey can take pride in its schools, which rank among the nation’s best in key achievement indicators such as the National Assessment of Educational Progress scores,

and the preparation for college through advanced placement offerings and SAT assessments; Now, therefore, be it

**RESOLVED**, That the North Haledon Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2022 as SCHOOL BOARD RECOGNITION MONTH; and be it further

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

#### XV. **Petition of Citizens (limited to 30 minutes)**

Public comment is invited on all matters pertaining to the school district. Members of the public may speak once for a maximum period of three minutes by the clock during this portion of the meeting. Please state your name, address, and if applicable, group affiliation and sign in before you begin. All statements shall be directed to the presiding officer; no participant may address or question board members individually. No participant may speak more than once on the same topic unless all others who wish to speak on that topic have been heard. The Board uses the public comment period as an opportunity to listen to citizen concerns, but please be aware that not all issues brought to a board meeting will be resolved this evening; rather, the Board will, in appropriate cases, delegate the authority to investigate the matter to the Superintendent or his designee.

Please let the record reflect that the BOE does not endorse your comments nor will the BOE be held liable for comments you make about a staff member, or other person, which the staff member, or other person, may consider defamatory and/or libelous, as that individual retains all rights to pursue any legal remedies against you.

#### **DISCUSSION/COMMENTS:**

Kim Tanis, 21 Fairmont Ave., Mahwah: Ms. Tanis congratulated the new BOE members and Ms. DeNova for taking position of the President.

#### A. Motion to Open the Floor

The motion was made by Board Member Guido and seconded by public VanZile, and with a unanimous roll call vote, the motion carried.

#### B. Motion to Close the Floor

The motion was made by Board Member Nagy and seconded by Board Member O'Donnell, and with a unanimous roll call vote, the motion carried.

#### XVI. **Adjournment**

The meeting adjourned at 7:20 pm.

The motion was made by Board Member Nagy and seconded by Board Member Karecki, and with a unanimous roll call vote, the motion carried.

Respectfully Submitted,

*DEBRA ANDRENIUK*

Board Secretary