Dumont Board of Education
Reorganization Meeting Agenda
January 7, 2014

Board Secretary convenes the Annual Reorganization Meeting at 7:00 p.m., reading of the Open Public Meetings Act.
“Adequate notice of this meeting was provided as specified in the Open Public Meeting Act. Notice of this meeting was contained in the in the public meeting notice, which was sent to the record on December 20, 2013. A notice was also posted outside the office of the Dumont Board of Education in a place reserved for such announcement.”

Flag Salute took place.

In attendance were:
John Kohlberger
Richard Healy
Sandra Fernandez
Karen Valido
Theresa Riva
Kevin Cartotto
Michael Gluckman
Robert DeWald
Emanuele Triggiano

1. Kevin Cartotto administered the Oath of Office to the Board Members elected via the November 2013 Annual School Election John Kohlberger Jr, Karen Valido and Michael Gluckman.

2. Michael Gluckman made a motion to elect Robert DeWald as Board President, seconded by Theresa Riva. Through December 14, 2014. Motion carried 8-0.

1. Sandra Fernandez made a motion to elect Michael Gluckman as Board Vice President, seconded by Theresa Riva. Through December 14, 2014. Motion carried 8-0.

2. Reorganization Motions:
a. Item #5 was amended to read January 7, 2015 as the date for the 2015 Reorganization Meeting.
b. Item #9;
   i. NJSBA Delegate: Robert DeWald
   ii. NJSBA Alt. Delegate: Theresa Riva
   iii. Legislative Chair: Michael Gluckman
   iv. BCSBA Delegate: Robert DeWald
   v. BCSBA Alt. Delegate: Dr. Richard Healy
   vi. Negotiation Chairs:
      1. Administrative Association Negotiations: John Kohlberger Jr, Theresa Kelly and Richard Healy will serve on the committee.
      2. Teachers Association Negotiations: Sandra Fernandez, Theresa Kelly and Karen Valido will serve on the committee.


It was moved by Mrs. Fernandez, seconded by Mrs. Valido that the Dumont Board of Education approve Motions 1-18.

Motion was unanimously approved.

1. Upon the recommendation of the Superintendent of Schools, the Dumont Board of Education have, read, are familiar with, and reaffirm the following Collective Negotiation Agreements:

   a) Dumont Education Association and the Dumont Board of Education
      July 1, 2012-June 30, 2015
   b) Dumont Association of School Administrators and Supervisors and the Dumont Board of Education
      July 1, 2011 – June 30, 2014
   c) Dumont Secretarial Association and the Dumont Board of Education
      July 1, 2012 – June 30, 2015
   d) Dumont Custodial and Maintenance Association and the Dumont Board of Education
      July 1, 2012 – June 30, 2015

2. Upon the recommendation of the Superintendent of Schools, Capital One be designated as official depository for school funds of the Dumont Board of Education for the 2014-2015 school year for the following bank accounts:

   - Current Account
   - Net Payroll Account
   - Payroll–Agency Account
   - Unemployment Account
   - Cafeteria Account
   - Scholarship Fund
   - Student Organization DHS Athletic Account
   - Student Activities: Honiss Selzer
   - Grant
   - Lincoln
   - Petty Cash (Checking)
   - Capital Projects Fund

3. Upon the recommendation of the superintendent of schools, the Dumont Board of Education adopt, for the 2014–2015 school year, the Board Policy and Job Description Manuals as revised and reviewed by the Superintendent of Schools.

4. Upon the recommendation of the superintendent of schools, the Dumont Board of Education designate the following newspapers and other media for advertisements and public meeting notices:

   - The Record, The Ledger, NJHire.com, The Town Board News, The Record
5. Upon the recommendation of the superintendent of schools, the Dumont Board of Edueation hold its workshop sessions at the David Dervitz Education Center, 25 Depew Street at 7:30 p.m., and its regular monthly public meetings at the David Dervitz Education Center at 7:30 p.m., as noted in the following schedule. This is the annual notice of the year’s regular meeting schedule according to the Open Public Meeting Act.

**Workshop Meetings Monthly Meetings**

<table>
<thead>
<tr>
<th>Workshop Meetings</th>
<th>Monthly Meetings</th>
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<tbody>
<tr>
<td>January 16, 2014 (7:00 p.m.) (Workshop and Meeting)</td>
<td>January 16, 2014</td>
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<tr>
<td>February 13, 2014 February 27, 2014</td>
<td>February 27, 2014</td>
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<tr>
<td>March 20, 2014 March 27, 2014</td>
<td>March 27, 2014</td>
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<tr>
<td>April 10, 2014 April 24, 2014</td>
<td>April 24, 2014</td>
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<tr>
<td>June 12, 2014 (7:00 p.m.) (Workshop and Meeting)**</td>
<td>June 12, 2014</td>
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<tr>
<td>July 24, 2014 (7:00 p.m.) (Workshop and Meeting)</td>
<td>July 24, 2014</td>
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<td>August 21, 2014 (7:00 p.m.) (Workshop and Meeting)</td>
<td>August 21, 2014</td>
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<td>September 11, 2014 September 18, 2014</td>
<td>September 18, 2014</td>
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<tr>
<td>October 9, 2014 October 16, 2014</td>
<td>October 16, 2014</td>
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<tr>
<td>December 11, 2014 (7:00 p.m.) (Workshop and Meeting)</td>
<td>December 11, 2014</td>
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<tr>
<td>January 7, 2015 Reorganization Meeting (7:00 p.m.)</td>
<td>January 7, 2015</td>
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**Meeting Held in Dumont High School**

6. Move, that upon the recommendation of the Superintendent of Schools, the Dumont Board of Education adopt the Code of Ethics as recommended by the New Jersey School Boards Association:

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

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 shall 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 that 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 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.

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 that 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 school.

8. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief 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.

7. Whereas, the Dumont Board of Education requires professional services for the 2014-15 school year in the following areas, which are being awarded without competitive bidding, as a “Professional Service” in accordance with the Public School Contracts Law, NJSA 18A:18A(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession:

Move, that upon the recommendation of the superintendent of schools, the Dumont Board of Education:

   a. Employ Timothy Vrabel, of the firm of T.M. Vrabel & Associates, LLC, as accountant for the Dumont Public Schools, including completion of the June 30, 2014 Annual Audit Report.

   b. Employ Debra Ginetto of the firm of Burton Agency, Westwood, New Jersey, for risk management.

   c. Employ James Plosia, of the firm of Apruzzese, McDermott, Mastro & Murphy as board attorney.

   d. Employ Charles Koch, of the firm of Environetics as board architect.

   e. Employ Steve Rogut, of the firm Rogut, McCarthy & Troy as bond counsel.

   f. Employ Brian Rizor of Brown and Brown Benefit Advisors as employee health benefits consultant.
8. Move, that upon recommendation of the Superintendent of Schools that the Dumont Board of Education approve the following appointments for the 2014-15 school year:

a) Board Secretary Kevin Cartotto
b) Affirmative Action Officer Luis Lopez
c) Integrated Pest Management Coordinator Glenn Byrd
d) Americans with Disabilities Act Officer Kevin Cartotto
e) 504 Officer Kevin Cartotto
f) Custodian of School Records Kevin Cartotto
g) Public Agency Compliance Officer Kevin Cartotto
h) Qualified Purchasing Agent Kevin Cartotto
i) Right to Know Contact Person Kevin Dunne
j) Indoor Air Quality Officer Kevin Dunne
k) Asbestos Officer Kevin Dunne
l) English As A Second Language Plan Matthew Reiner
m) Title 9 Officer Nicolino Nese
n) Homeless Liaisons Paul Barbato

9. Move, upon the recommendation of the superintendent of schools, the Dumont Board of Education appoint regular and alternate delegates to the following associations:

Delegate to the New Jersey School Boards Association
Alternate delegate to the New Jersey School Boards Association
Legislative chairperson
Delegate to the Bergen County School Boards Association
Alt. delegate to the Bergen County School Boards Association
Negotiations chairpersons:
Administrative Association Negotiations
Teachers’ Association
Secretaries’ Association
Custodial/Maintenance Association
10. Upon the recommendation of the superintendent of schools, the Dumont Board of Education approve the following Tax Shelter Annuity (403b Plans) for the 2014–2015 School Year:

AXA Equitable Life Insurance Company Michael Hughes
Faculty Services Corporation Martin Fox
Met Life Iris Bernstein
VALIC–AIG Retirement Peter Serra
Lincoln Financial Group Anthony Cigire, Jr.
Lincoln Investment Planning Patrick Bergin

11. Upon the recommendation of the superintendent of schools, the Dumont Board of Education approve the following resolution:

Whereas, Kevin Cartotto has been approved as a Qualified Purchasing Agent in accordance with NJAC 5:34–5.1 and as the Dumont Board of Education Purchasing Agent;

Whereas, in the bid and quote threshold for school districts with a Qualified Purchasing Agents is $36,000 and $5,400, respectively;

Be it Resolved, based on the recommendation of the superintendent of schools, that the Dumont Board of Education hereby sets the bid and quote thresholds to $36,000 and $5,400, respectively.

12. Upon the recommendation of the superintendent of schools, the Dumont Board of Education approve the following petty cash accounts and signatories (principal + administrative secretary or director + administrative secretary) for the 2014–2015 school year at the locations and in the amounts listed:

Dumont High School $100 Honiss School $50
Lincoln School $100 Superintendent’s Office $50
Grant School $50 Business Office $550
Selzer School $50 Curriculum Office $150
Athletic Department $100 Building & Grounds $250

13. Upon the recommendation of the superintendent of schools, the Dumont Board of Education approve the following curriculum as listed and on file in the office of the Director of Curriculum and Instruction:

<table>
<thead>
<tr>
<th>Kindergarten</th>
<th>Basic Skills Program</th>
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<tbody>
<tr>
<td>Reading 1–5</td>
<td>ESL Program K–12</td>
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<tr>
<td>Mathematics 1–5</td>
<td>Academic Enrichment Program 3–12</td>
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<tr>
<td>Language Arts 1–5</td>
<td>Study Skills 6, 7 &amp; 8</td>
</tr>
<tr>
<td>Science 1–8</td>
<td>English 6, 7 &amp; 8</td>
</tr>
<tr>
<td>Health 1–8*</td>
<td>Mathematics 6</td>
</tr>
<tr>
<td>Social Studies 1–8</td>
<td>Pre–Algebra 7</td>
</tr>
<tr>
<td>Art 1–8</td>
<td>Algebra I 8</td>
</tr>
<tr>
<td>Music 1–8</td>
<td>Algebra Readiness 8</td>
</tr>
</tbody>
</table>
14. Upon the recommendation of the superintendent of schools, the Dumont Board of Education approve the curriculum 9–12 as listed in the Dumont High School course offerings on Schedule (A), attached.

15. Upon the recommendation of the superintendent of schools, the Dumont Board of Education approve the Five-Year Curriculum and Procedures for Development Revision and Evaluation Plan on Schedule (B), attached.

16. Upon the recommendation of the superintendent of schools, the Dumont Board of Education hereby approves any travel and related expenses incurred by any Dumont School District employee for travel within the State of New Jersey, as well as allowable reimbursement for same, where such travel and related expenses have been previously approved in writing by the Superintendent of Schools, and where the Superintendent of Schools determines such travel and related expenses to be:

1. educationally necessary and fiscally prudent;

2. directly related to and within the scope of the employee’s current responsibilities;

3. promoting the delivery of instruction or the efficient operation of the Dumont School District.

17. Upon the recommendation of the superintendent of schools, the Dumont Board of Education approve the following resolution:

Approval to Establish Maximum Amount for Travel Reimbursement

Be it Resolved by the Dumont Board of Education, that the Board, upon recommendation of the Superintendent, approves the following resolution regarding Employee Travel and Related Expenses:

Whereas, school district policy 6471 School District Travel, N.J.A.C. 6A:23A-7 provided that the board of education established in the 2013–2014 school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement in the amount not to exceed $32,500; and
Whereas, the board of education has incurred travel and related expenses as of December 31, 2013 in the amount of $7,795 for the 2013–2014 school year; and

Whereas, school district policy 6471 School District Travel and N.J.A.C. 6A:23A-7 provides that the board of education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2014–2015 school year.

Now Therefore be it Resolved, that the Dumont Board of Education hereby establishes the school district travel maximum for the 2014–2015 school year at the sum of $32,500.

18. Upon the recommendation of the superintendent of schools, the Dumont Board of Education approve the following resolution:

Board Member Participation – New Jersey School Boards Association Conference

Whereas, the New Jersey School Boards Association Conference (hereinafter referred to as “NJSBAC”) will be held on dates to be determined by the NJSBA; and

Whereas, the Dumont Board of Education (hereinafter referred to as the “Board”) has determined that Board member participation in the NJSBAC is both educationally necessary and fiscally prudent; and

Whereas, the Board has determined that Board member participation in the NJSBAC is directly related to and within the scope of the Board members current responsibilities; and

Whereas, the travel and related expenses particular to the NJSBAC is expected to exceed the state travel guidelines established by the Department of Treasury in NJOMB (New Jersey Office of Management and Budget) circular letter 06-02.

Now Therefore, be it Resolved, that the Board hereby approves all travel related expenses related to Board member attendance at the NJSBAC in October of 2014, as well as reimbursement for same; and

Be it Further Resolved, that the Board finds any travel and related expenses particular to the NJSBAC which exceed the state travel guidelines established by the Department of Treasury in NJOMB circular letter 06-02 to be necessary and unavoidable; and

Be it Further Resolved, that the Board finds any such necessary and unavoidable expenses related to attendance at the NJSBAC to be justified and therefore reimbursable.

Vote was as follows:
Yes Fernandez, Valido, Kohlberger, Healy, Kelly, Riva, Gluckman, DeWald
C. Policy & Public Relations Addendum 1

1. Discussion:
   a. HIB Report to the Board: Mr. Triggiano presented the attached Harassment Intimidation & Bullying Report outing the number of reported cases, number of HIB policy violations, protected categories the violations were against and the discipline and services provided in relation to the violations.

2. Upon the recommendation of the superintendent of schools, approve and affirm the previous HIB Report.

It was moved by Mrs. Fernandez, seconded by Mrs. Kelly that the Dumont Board of Education approve Addendum 1

Motion was unanimously approved.

It was moved by Mrs. Fernandez, seconded by Mr. Gluckman that the Dumont Board of Education go into Executive Session to discuss personnel.

President DeWald adjourned the meeting at 7:28 p.m.

Motion was unanimously approved.

President DeWald reconvened the meeting at 7:44 p.m.

D. Personnel Addendum 1:

   It was moved by Mrs. Fernandez, seconded by Mrs. Kelly that the Dumont Board of Education approve Addendum 1

1. Upon the recommendation of the superintendent of schools, accept with regret the resignation of Nicolino Nese as Director of Athletics/Supervisor for Physical Education and Health effective February 28, 2014.

2. Upon the recommendation of the superintendent of schools, rescind the contract of Seri Hashimoto as a P/T BSI Teacher (Grant), effective through December 19, 2013, and employ Seri Hashimoto as a F/T Teacher (Selzer), effective retroactive to December 20, 2013, at BA Step 1 of the approved Teachers’ Salary Guide for 2013-2014 (pro-rated for time worked).

3. Upon the recommendation of the superintendent of schools, rescind the contract of Pamela Oliver as P/T ESL Aide (Grant), effective through December 20, 2013, and employ Pamela Oliver as P/T BSI Teacher (Grant – 30 hrs./wk.), effective retroactive to January 2, 2014, at the approved rate of pay.
Vote was as follows:
Yes Fernandez, Kelly, Gluckman, Kohlberger, Healy, Valido, Riva, DeWald

Adjourn Meeting:

There being no further Old or New Business, it was moved by Mrs. Fernandez, seconded by Mrs. Riva that the Dumont Board of Education adjourn the Meeting.

Motion was unanimously approved.

President DeWald adjourned the meeting at 7:45 p.m.

Respectfully submitted,

Kevin Cartotto
Board Secretary