

**WOODCLIFF LAKE BOARD OF EDUCATION**  
**REGULAR PUBLIC BUSINESS MEETING**  
**Thursday, January 2, 2020**  
**8 PM**

**RESOLUTION**

**CALL TO ORDER**

**OPENING STATEMENT OF PUBLIC MEETING BY BOARD PRESIDENT**

**SALUTE TO FLAG**

**ROLL CALL**

**OPENING STATEMENT OF PUBLIC MEETING BY SBA/BS**

**ANNOUNCEMENT OF 11/5/2019 ANNUAL SCHOOL ELECTION OATH OF OFFICE**

The Board Secretary administered the Oath of Office to Ms. Debra Starr and Mr. Robert Wolpov.

**BOARD SECRETARY CALLS FOR NOMINATION FOR PRESIDENT**

The Board Secretary conducted a ballot/roll call vote of nominations and Mr. Hoffman was nominated President of the Board of Education.

**BOARD SECRETARY TURNED THE MEETING OVER TO PRESIDENT HOFFMAN**

**PRESIDENT HOFFMAN CALLS FOR NOMINATIONS FOR VICE-PRESIDENT**

President Hoffman conducted a ballot/roll call vote of nominations and Mrs. Saks was nominated Vice President.

**PUBLIC RESPONSE TO RESOLUTIONS**

An opportunity for members of the public to comment or offer questions on the resolutions before the Board.

**NEW BUSINESS**

- 1. Open Public Meetings Act:** The Board is asked to consider a resolution to comply with the provisions of the Open Public Meetings Act as summarized below:

Section 1. Except as provided in Section 7b of the Act, all meetings of the Board shall be open to the public at all times.

Section 2. At every Regular Public Meeting, the Public may actively participate during the time or times designated for that purpose in Order of Business and the Board may take formal action.

Section 3. The regular meetings of the Board shall be held at the Woodcliff Middle School, Board Conference Room, 134 Woodcliff Avenue, Woodcliff Lake, New Jersey, at 8:00 p.m. on the dates set forth in the Annual Schedule of Meetings.

Section 4. Within 7 days following the adoption of this resolution and any revising or modifying of the resolution,

a) a copy shall be posted on the bulletin board accessible to the public at all business hours, at or near the entrance to the Board's meeting room, and shall remain so posted until replaced with a duly adopted resolution setting forth any revision thereof;

b) a copy of the meeting dates shall be mailed to New Jersey Newspapers/ Ridgewood News, and the Bergen Record newspapers circulating in the borough;

c) a copy of the meeting dates shall be filed with the Borough Clerk of the Borough of Woodcliff Lake.

Section 5. Upon receipt by the Board of a written request containing the name and address of the person making the request and accompanied by a fee of \$1.00, the Board shall send to the person by regular mail, between the date of the request and December 31 next ensuing, a copy of the regular meeting schedule referred to in Section 4, all revisions thereof, and all other advance notices of regular, special, rescheduled and canceled meeting dates. Like mailings shall be sent free of charge to all news media requesting such notice.

All requests shall terminate on December 31 next following the making of the request, but shall be subject to renewal upon receipt by the Board of a renewal request and renewal fee.

Annual Schedule of Meetings: The Board is asked to consider a resolution to approve the proposed annual schedule of meetings.

- 2. Code of Ethics:** The Board approved the "Code of Ethics" as recommended by the New Jersey School Boards Association; and appended a copy of the "Code of Ethics," along with the NJSBA description of "An Effective Board Member," to this meeting's minutes.
- 3. School Business Administrator to Pay All Bills:** The Board authorized the School Business Administrator to pay all bills that are due through June 30, 2020. All such bills shall be submitted to a member of the Finance Committee for review prior to the release of said payment.
- 4. School Business Administrator to Sign All Checks:** The Board appointed the School Business Administrator as the person to sign all checks and make all necessary purchases for the district through January 31, 2021.
- 5. Fogarty and Hara:** The Board appointed the firm of Fogarty & Hara, Esqs. as the Board attorneys until the next Reorganization meeting.
- 6. Election Results:** The Board accepted the official results of the November 5, 2019 general election of the local board of education.
- 7. Porzio, Bromberg and Newman, P.C.:** The Board tabled the resolution to approve an agreement between the Borough of Woodcliff Lake and the Woodcliff Lake Board of Education and the firm of Porzio, Bromberg and Newman, P.C.

8. **School Safety Data System Report:** The Board approved the submission of the School Safety Data System Report for the Dorchester Elementary and the Woodcliff Middle School for the 2019-2020 school year.

9. **Travel and Conferences:** The Board, upon the recommendation of the Superintendent of Schools and the School Business Administrator, approved Travel and conferences for faculty members for professional improvement.

10. **Student Council Advisor:** The Board amended Resolution No. 15 approved at the Regular Public Business Meeting held on August 29, 2019 to appoint Elizabeth McIntyre to Student Council Advisor

11. **Maternity Leave:** The Board approved a faculty member pursuant to the provisions of Article XVIII C (2)(a)(b) of the Woodcliff lake Education Association Contract for medical/maternity leave.

12. **Movement on the Guide:** The Board approved the placement of a teacher on the higher salary guide.

### **BUSINESS/FINANCIALS**

13. **Purchase Orders:** The Board approved the list of purchase orders for the month of November 2019 to be applied against the 2019/2020 budget.

14. **Expenditure/Transfer Reports:** The Board collectively certified the expenditures of the district for the month of November 2019 to be within the guidelines and to approve the Transfer Report for the month of November 2019.

15. **Board Secretary/Treasurer's Monthly Reports:** The Board approved the Board Secretary and School Treasurer's Monthly Report for the month of November 2019.

16. **Budget Transfers:** The Board approved budget transfers within the 2019/2020 budget.

17. **Disbursements:** The Board approved the disbursements for the month of December payable against the 2019/2020 budget.

18. **Approval of Minutes:** The Board approved the Meeting Minutes of the Regular Public/Executive Business Meeting of December 11, 2019.

19. **Executive Session:** The Board adjourned to executive session for the discussion of a legal matter.

### **ADJOURNMENT**

