

WOODCLIFF LAKE BOARD OF EDUCATION
REGULAR PUBLIC BUSINESS MEETING
January 7, 2021

CALL TO ORDER

SALUTE TO FLAG

ROLL CALL

OPENING STATEMENT OF PUBLIC MEETING BY SCHOOL BUSINESS ADMINISTRATOR

ANNOUNCEMENT OF 11/3/2020 ANNUAL SCHOOL ELECTION OATH OF OFFICE

The Board Secretary administered the Oath of Office to Mrs. Kristan Saks and Mrs. Lysbeth Espinosa.

The Board Secretary conducted a roll call vote of nomination for President 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 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 approved 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 the 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 7:00 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 approved a resolution to authorize the School Business Administrator to pay all bills that are due through June 30, 2021. 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 approved a resolution to appoint the School Business Administrator as the person to sign all checks and make all necessary purchases for the district through January 31, 2022.
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 3, 2020 general election of the local board of education.
7. **Policy:** The Board approved the second reading of Policies as recommended by the Superintendent of Schools.
8. **Substitute Teacher List:** The Board approved the additions to the 2020-2021 Substitute Teacher List updated 1/7/21 as recommended by the Superintendent.
9. **Harassment, Intimidation and Bullying Report:** The Board approved a resolution to accept the Superintendent of School's decision on the Harassment, Intimidation and Bullying Report.

PERSONNEL

10. **Resignation:** The Board accepted the resignation for the purpose of retirement, of Staff ID No. 0121, effective June 30, 2021.
11. **Resignation:** The Board accepted the resignation of Staff No. 2580, teacher assistant, effective January 25, 2021.
12. **Employment:** The Board appointed a Maternity Leave Math Teacher.
13. **Employment:** The Board appointed a Teacher Assistant.
14. **Observations:** The Board appointed Melissa Quackenbush to perform approximately 20 observations for the Woodcliff Lake School District for the 2020-2021 school year.

BUSINESS/FINANCIALS

15. **Change Order:** The Board approved Change Order Nos. GC-04 and GC-05 for Catcord Construction Company.
16. **Foundation Gift:** The Board accepted, with appreciation, the gift of Six (6) Owls from the Woodcliff Lake Education Foundation.
17. **Donation:** The Board accepted, with appreciation, a donation of \$1,500 from the **Wilder Family Foundation** to be directed, in full, to the Woodcliff Lake Student Council.
18. **Purchase Orders:** The Board approved the list of purchase orders for the month of November 2020 to be applied against the 2020/2021 budget.
19. **Expenditure/Transfer Reports:** The Board collectively certified the expenditures of the district for the month of November 2020 to be within the guidelines and to approve the Transfer Report for the month of November 2020.
20. **Board Secretary/Treasurer's Monthly Reports:** The Board approved the Board Secretary and School Treasurer's Monthly Report for the month of November 2020.
21. **Budget Transfers:** The Board approved budget transfers within the 2020/2021 budget.
22. **Disbursements:** The Board approved the disbursements for the month of December, payable against the 2020/2021 Budget.

23. **Approval of Minutes:** The Board approved the Meeting Minutes of the Regular Public/Executive Business Meeting of December 9, 2020.
24. **Key Note Speaker:** The Board approved the appointment of **Alisha Delorenzo** to facilitate the keynote speakers for the Community Conversations from January 2021 through April 2021.
25. **Executive Session:** The Board approved to adjourn to executive session for the discussion of a legal matter.

ADJOURNMENT