

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

CALL TO ORDER

OPENING STATEMENT OF PUBLIC MEETING BY SCHOOL BUSINESS ADMINISTRATOR

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

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

BOARD SECRETARY CALLS FOR NOMINATION FOR PRESIDENT

The Board Secretary will first conduct a ballot/roll call vote of nominations and then will announce the vote.

BOARD SECRETARY TURNS MEETING OVER TO THE PRESIDENT

PRESIDENT CALLS FOR NOMINATIONS FOR VICE-PRESIDENT

SALUTE TO FLAG

ROLL CALL

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 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 is asked to consider a resolution to approve the "Code of Ethics" as recommended by the New Jersey School Boards Association; and to append 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 is asked to consider 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 is asked to consider 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 is asked to consider a resolution to appoint the firm of Fogarty & Hara, Esqs. as the Board attorneys until the next Reorganization meeting.
6. **Election Results:** The Board is asked to consider a resolution to accept the official results of the November 3, 2020 general election of the local board of education.
7. **Policy:** The Board is asked to consider a resolution to approve the second reading of Policies as recommended by the Superintendent of Schools.
8. **Substitute Teacher List:** The Board is asked to consider a resolution to approve 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 is asked to consider a resolution to accept the Superintendent of School's decision on the Harassment, Intimidation and Bullying Report.

PERSONNEL

- 10. Resignation:** The Board is asked to consider a resolution to accept the resignation for the purpose of retirement, of Staff ID No. 0121, effective June 30, 2021.
- 11. Resignation:** The Board is asked to consider a resolution to accept the resignation of Staff No. 2580, teacher assistant, effective January 25, 2021.
- 12. Employment:** The Board is asked to consider a resolution to appoint a Maternity Leave Math Teacher.
- 13. Employment:** The Board is asked to consider a resolution to appoint a Teacher Assistant.
- 14. Observations:** The Board is asked to consider a resolution to appoint 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 is asked to consider a resolution to approve Change Order Nos. GC-04 and GC-05 for Catcord Construction Company.
- 16. Foundation Gift:** The Board is asked to consider a resolution to accept the gift of Six (6) Owls from the Woodcliff Lake Education Foundation.
- 17. Donation:** The Board is asked to consider a resolution to accept 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 is asked to consider a resolution to approve 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 is asked to consider a resolution to collectively certify 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 is asked to consider a resolution to approve the Board Secretary and School Treasurer's Monthly Report for the month of November 2020.
- 21. Budget Transfers:** The Board is asked to consider a resolution to approve budget transfers within the 2020/2021 budget as per the attached list.
- 22. Disbursements:** The Board is asked to consider a resolution to approve the disbursements for the month of December, payable against the 2020/2021 Budget.

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

ADJOURNMENT