

WOODCLIFF LAKE BOARD OF EDUCATION
REGULAR PUBLIC BUSINESS MEETING
Thursday, January 3, 2019
8 PM

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 11/6/2018 ANNUAL SCHOOL ELECTION OATH OF OFFICE

The Board Secretary administered the Oath of Office to Mr. Hoffman, Dr. Crandall and Ms. Giblin.

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 approved 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 approved 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 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 authorized the School Business Administrator to pay all bills that are due through June 30, 2019. 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, 2020.

5. Fogarty & 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 6, 2018 general election of the local board of education.

7. Porzio, Bromberg, and Newman, P.C.: The Board approved 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. effective January 1, 2019 through December 30, 2019.

8. Walter A. McDermott Telephone Auditing Services: The Board approved an agreement between the Woodcliff Lake Board of Education and Walter A. McDermott Telephone Auditing Services for auditing of the School District's monthly telephone service and equipment portion of telephone bills at a fee of fifty percent of the credit or refund the school district obtains.

9. Travel and Conferences: The Board, upon the recommendation of the Superintendent of Schools and the School Business Administrator, approved Travel and Conference for a faculty member for professional improvement or development.

PERSONNEL

10. Employment: The Board approved a maternity leave appointment for the 2018-2019 school year.

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12. Employment: The Board approved a cafeteria aide for the 2018-2019 school year.

BUSINESS/FINANCIALS

13. Purchase Orders: The Board approved the list of purchase orders for the month of November 2018 to be applied against the 2018/2019 budget.

14. Expenditure/Transfer Reports: The Board collectively certified the expenditures of the district for the month of November 2018 to be within the guidelines and to approve the Transfer Report for the month of November 2018.

15. Board Secretary/Treasurer's Monthly Reports: The Board approved the Board Secretary and School Treasurer's Monthly Report for the month of November 2018.

16. Budget Transfers: The Board approved the budget transfers within the 2018/2019 budget.

17. Approval of Minutes: The Board approved the Meeting Minutes of the Regular Public Business Meeting of December 13, 2018.

18. 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