

**NORTH ARLINGTON BOARD OF EDUCATION  
NORTH ARLINGTON, NEW JERSEY**

**AGENDA FOR ANNUAL  
REORGANIZATION MEETING**

January 4, 2024

6:00 p.m.

**HIGH SCHOOL GYMNASIUM**

**I. NOTICE**

This Reorganization Meeting of January 4, 2024, of the Board of Education of the Borough of North Arlington, in the County of Bergen, State of New Jersey, is held pursuant to notice given, and said notice called for an annual Reorganization Meeting at 6:00 p.m., held in the High School Gymnasium, 222 Ridge Road, North Arlington, NJ, as per notice given to the Clerk of the Borough of North Arlington, the Librarian of the Free Public Library, and the Editors of the following newspapers: the Bergen Record of Hackensack, the Newark Star Ledger, and/or The Observer.

**II. SALUTE TO THE FLAG**

**III. REORGANIZATION MEETING**

**IV. CALL BY THE SECRETARY**

At \_\_\_\_\_ p.m., in the High School Gymnasium, the Board Secretary calls the meeting to order.

**V. REQUIRED OATH OF OFFICE ADMINISTERED**

The Board Secretary administers the oath of office to the newly elected Board Members:

**Edward Smith and Robert Dorsett**

**VI. ROLL CALL**

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

# AGENDA, REORGANIZATION MEETING, JANUARY 4, 2024

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## 1. ELECTION OF THE PRESIDENT

The Board Secretary calls for **nominations for President** of the Board of Education for calendar year 2024:

Nomination: \_\_\_\_\_

Nominated by: \_\_\_\_\_

Second by: \_\_\_\_\_

The Board Secretary calls for any other nominations.

### **Motion to close the nominations for President of the Board of Education**

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_.

Aye	_____
Nay	_____
Abstain	_____

## 2. MOTION TO APPOINT BOARD PRESIDENT

Motion to appoint \_\_\_\_\_ President of the Board of Education for calendar year 2024:

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_.

Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

Relinquishment of chair by the Board Secretary to the newly elected Board President.

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## 3. ELECTION OF THE VICE PRESIDENT

The President \_\_\_\_\_ calls for nominations for Vice President of the Board of Education calendar year 2024:

Nomination: \_\_\_\_\_

Nominated by: \_\_\_\_\_

Second by: \_\_\_\_\_

The President calls for any other nominations.

### **Motion to close the nominations for Vice President of the Board of Education:**

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## 4. MOTION TO APPOINT BOARD VICE PRESIDENT

Motion to appoint \_\_\_\_\_ Vice President of the Board of Education for calendar year 2024:

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## 5. BOARD MEMBER CODE OF ETHICS

**BE IT RESOLVED**, that the Board of Education adopted the Board Member Code of Ethics, as adopted May 10, 1975 by the Delegate Assembly, New Jersey School Boards Association, as follows:

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 should be brought about only through legal and ethical procedures.

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2. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which 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 policymaking, 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 which 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 schools.
8. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief school 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.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ . Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

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## 6. COMMITTEES

The President appointed the following standing committees:

### LIAISON TO INDIVIDUAL SCHOOLS

Anthony School:

Jefferson School:

Roosevelt School:

Washington School:

Veterans Middle School:

High School:

### INSTRUCTION AND PROGRAM

Chairman:

Co-Chairman

### OPERATIONS

Chairman:

Co-Chairman:

### GOVERNANCE

Chairman:

Co-Chairman:

### FISCAL MANAGEMENT

Chairman:

Co-Chairman:

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## STUDENTS AND COMMUNITY

Chairman:

Co-Chairman:

## PERSONNEL

Chairman:

Co-Chairman:

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## HEARING OF CITIZENS

Any members of the public wishing to be heard please stand, state your name and address for the record.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## **7. RESOLUTION OF SCHOOL BOARD ELECTION RESULTS**

**RESOLVED** that the Board approved the election results of the November 7, 2023, School Board Election as affirmed by the Borough of North Arlington and certified by the Bergen County Board of Elections.

1. For election to membership on the Board of Education for one (1) three (3) year terms:

<u>Candidate</u>	<u>Total</u>
Edward Smith	787
Robert Dorsett	939

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2. The Board Secretary/School Business Administrator, upon completion of all tally procedures after the polls had closed at 9:00 p.m., November 7, 2023, declared Edward Smith and Robert Dorsett are elected to a full three-year term as a member of the Board of Education.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.  
 Discussion: \_\_\_\_\_ . Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## 8. BOARD MEMBERS

The calendar year 2024 North Arlington Board of Education Board Members and Terms of Office are as follows:

<u>Board Member</u>	<u>Expiration of Term</u>
Heather Gilgallon	2025
Michele Higgins	2025
Robert Dorsett	2026
Edward Smith	2026
George McDermott	2024

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.  
 Discussion: \_\_\_\_\_ . Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## 9. MEETING DATES

The Board hereby approves the following Schedule of Meeting dates:

### SCHEDULE OF MEETINGS 2023

<u>Day and Date</u>	<u>Type of Meeting</u>	<u>Location</u>	<u>Time</u>
January 04, 2024 (Thurs.)	Reorganization Meeting	High School Gymnasium	6:00 p.m.
January 22, 2024 (Mon.)	Public Work Session	Board of Education Office	5:30 p.m.
	Public Meeting	High School Gymnasium	7:30 p.m.
February 12, 2024 (Mon.)	Public Work Session	Board of Education Office	5:30 p.m.
	Public Meeting	High School Cafeteria	7:30 p.m.

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March 11, 2024 (Mon.)	Public Work Session Public Meeting	Board of Education Office High School Gymnasium	5:30 p.m. 7:30 p.m.
March 25, 2024 (Mon.)	Public Work Session Public Meeting	Board of Education Office High School Gymnasium	5:30 p.m. 7:30 p.m.
April 29, 2024 (Mon.)	Public Work Session Public Meeting	Board of Education Office High School Gymnasium	5:30 p.m. 7:30 p.m.
May 13, 2024 (Mon.)	Public Work Session Public Meeting	Board of Education Office High School Gymnasium	5:30 p.m. 7:30 p.m.
June 12, 2024 (Wed.)	Public Work Session Public Meeting	Board of Education Office High School Gymnasium	5:30 p.m. 7:30 p.m.
July 15, 2024 (Mon.)	Public Work Session Public Meeting	Board of Education Office Board of Education Office	5:30 p.m. 7:30 p.m.
August 27, 2024 (Tues.)	Public Work Session Public Meeting	Board of Education Office Board of Education Office	5:30 p.m. 7:30 p.m.
September 16, 2023 (Mon.)	Public Work Session Public Meeting	Board of Education Office High School Gymnasium	5:30 p.m. 7:30 p.m.
October 16, 2024 (Wed.)	Public Work Session Public Meeting	Board of Education Office High School Gymnasium	5:30 p.m. 7:30 p.m.
November 18, 2024 (Mon.)	Public Work Session Public Meeting	Board of Education Office High School Gymnasium	5:30 p.m. 7:30 p.m.
December 16, 2024 (Mon.)	Public Work Session Public Meeting	Board of Education Office High School Gymnasium	5:30 p.m. 7:30 p.m.
January 6, 2025 (Mon.)	Reorganization Meeting	High School Gymnasium	6:00 p.m.

**BE IT RESOLVED**, that the Board authorizes the Business Administrator to advertise the Schedule of Board Meetings.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ . Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## 10. ANNUAL REORGANIZATION RESOLUTIONS

The following items are considered non-controversial with the Board and will, therefore, be voted as one motion. If a Board Member wishes to have an item voted on separately, it will be removed from the Consent Agenda. Once the consent motion has been introduced and seconded, Board Members may discuss any items on the Consent Agenda.

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**RESOLVED**, that the North Arlington Board of Education, pursuant to Chapter 231, PAL. (open Public Meetings Act) does hereby proclaim at the Public Meetings of the Board of Education will be held in the North Arlington High School Gymnasium or Cafeteria at 7:30 p.m., as set forth below unless indicated otherwise; and

**BE IT FURTHER RESOLVED**, that the purpose of the Regular Meetings shall be the normal conduct of business of the Board of Education and any other items brought to the Board’s attention by the Board Members, Board Attorney, Superintendent and School Business Administrator/Board Secretary; and

**BE IT FURTHER RESOLVED**, that notices of meetings of the Board of Education will be posted in the North Arlington Board of Education Administration Office and posted on the District website; and

**BE IT FURTHER RESOLVED**, that the Board of Education reserves the right to adjourn or recess a meeting at any time to discuss such matters that may be considered in closed session. However, the Board will first adopt a resolution stating the general nature of the subject to be discussed, and, as precisely as possible, the time and circumstances under which disclosure to the public will be made; and

**BE IT FURTHER RESOLVED** that, the Board recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest, and in order to permit the fair and orderly expression of such comment, the Board shall set aside a portion of every Board meeting, the length of the portion to be determined by the Board for public comment on any school or school district issue that a member of the public feels may be of concern to the residents of the school district; and

**BE IT FURTHER RESOLVED**, that the public participation shall be governed and in accordance with North Arlington Board of Education Bylaws #0167.

**BE IT FURTHER RESOLVED**, that the Board of Education will meet on the dates as per the Regular Business, Work Session and Executive Session Meeting Schedule.

**BE IT FURTHER RESOLVED**, that the Board authorizes the Business Administrator to advertise the schedule of board meetings. **Schedule of Meeting dates will be readily available on the district website.**

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____
Mrs. Gilgallon	_____

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## 11. OFFICIAL NEWSPAPERS

The following newspapers, either published in or circulating in the District, are hereby authorized to be official newspapers of this Board: the Bergen Record of Hackensack, the Newark Star Ledger, and/or The Observer.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ . Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## 12. POLICIES, RULES AND REGULATIONS

Pending adoption of new rules and regulations, all policies, rules and regulations of this Board which were in effect during the prior year, and not rescinded, revoked or modified by contracts negotiated with employee organizations or other action of the Board, are hereby re-adopted and are in full force and effect during the life of this Board.

**WHEREAS**, the Board approves the adoption of the Guide for Standard Operating Procedures and Internal Controls.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ . Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## 13. DESIGNATION OF DEPOSITORIES OF SCHOOL MONIES

**BE IT RESOLVED**, that the North Arlington Board of Education hereby designates TD Bank as depository for funds of the Board of Education and North Arlington Schools; that the indicated accounts be authorized, and that the designated school officials be approved as the signatories for each account and the designated depositories of funds and school officials will serve at the pleasure of the Board.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ . Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

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## APPOINTMENTS

### 14. SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY TO THE BOARD, AND SECRETARY PRO-TEM

**BE IT RESOLVED**, that the North Arlington Board of Education makes the following appointments for the dates listed:

Samantha Dembowski	Board Secretary/School Business Administrator	Jan. 1, 2024 – Dec. 31, 2024
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Stephen M. Yurchak, Ed.D.	Board Secretary Pro-Tem	Jan. 1, 2024 – Dec. 31, 2024
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On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

### 15. CUSTODIAN OF RECORDS

**BE IT RESOLVED**, that the Board of Education hereby appoints the School Business Administrator/Board Secretary as the Custodian of Records for calendar 2024.

**BE IT FURTHER RESOLVED**, that Stephen M. Yurchak, Ed.D., is hereby appointed as alternate to the School Business Administrator/Board Secretary.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

### 16. DESIGNATION OF PUBLIC AGENCY COMPLIANCE OFFICER

**BE IT RESOLVED**, that the Board of Education hereby appoints Samantha Dembowski as the Public Agency Compliance Officer for calendar 2024.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

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## 17. DESIGNATION OF ASBESTOS MANAGEMENT OFFICERS

**BE IT RESOLVED**, that the Board of Education hereby appoints the following individuals as Asbestos Management Officers for calendar 2024:

District:	Samantha Dembowski
High School:	Patrick Bott
Veterans Middle School:	Nicole Russo
Roosevelt School:	Alicia Giammanco
Washington School:	Melissa Cutrali
Jefferson School:	Marie Griggs
Susan B. Anthony School:	Jennifer Rodriguez

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ . Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## 18. DESIGNATION OF SAFETY AND HEALTH OFFICER

**BE IT RESOLVED**, that the Board of Education hereby appoints Samantha Dembowski as the Safety and Health Officer for calendar 2024.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ . Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## 19. DESIGNATION OF INDOOR AIR QUALITY OFFICER

**BE IT RESOLVED**, that the Board of Education hereby appoints Antonio Alho, Supervisor of Buildings and Grounds, as the Indoor Air Quality Officer for calendar 2024.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ . Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

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## 20. DESIGNATION OF RIGHT TO KNOW OFFICER

**BE IT RESOLVED**, that the Board of Education hereby appoints Antonio Alho, Supervisor of Buildings and Grounds, as the Right to Know Officer for calendar 2024.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.  
Discussion: \_\_\_\_\_ . Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## 21. DESIGNATION OF CHEMICAL HYGIENE OFFICER

**BE IT RESOLVED**, that the Board of Education hereby appoints Samantha Dembowski as the Chemical Hygiene Officer for calendar 2024.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.  
Discussion: \_\_\_\_\_ . Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## 22. DESIGNATION OF AHERA COORDINATOR

**BE IT RESOLVED**, that the Board of Education hereby appoints Antonio Alho, Supervisor of Buildings and Grounds, as the AHERA Coordinator for calendar 2024.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.  
Discussion: \_\_\_\_\_ . Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## 23. DESIGNATION OF SCHOOL PHYSICIAN

Dean T. Filion, D.O., NJ Spine & Sports Medicine, 84 Orient Way, Rutherford, NJ 07070, is hereby appointed School Physician for school year 2024, for an amount not to exceed \$22,000.00.

**BE IT FURTHER RESOLVED**, that the term of this appointment shall coincide with the life of this Board. This appointment is awarded without competitive bidding under the provisions of the “Local Public Contract Law” of New Jersey.

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On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## 24. DESIGNATION OF AFFIRMATIVE ACTION OFFICER AND SECTION 504 COORDINATOR

**BE IT RESOLVED**, that the North Arlington Board of Education makes the following appointments for the dates listed:

Jennifer Rodriguez	Affirmative Action Officer/ Title IX Coordinator	Jan. 1, 2024 – Dec. 31, 2024
Michael Burke	Section 504 Coordinator	Jan. 1, 2024 – Dec. 31, 2024

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## 25. DESIGNATION OF PROFESSIONAL SERVICES

**BE IT RESOLVED**, that the North Arlington Board of Education designates the following as the official representatives of the Board for the following services for the following dates:

		<u>Dates</u>
<b>Auditor</b>	Donohue, Gironda, Doria & Tomkins, LLC 310 Broadway Bayonne, NJ 07002	Jan. 1, 2024 – Dec. 31, 2024
<b>Architect</b>	Spiezle Architectural Group Inc. (project specific) 1395 Yardville Hamilton Square Suite 2A Hamilton, NJ 08691	Jan. 1, 2024 – Dec. 31, 2024
<b>Bond Counsel</b>	McCarter & English, Esqs. 100 Mulberry Street Newark, NJ 07102	Jan. 1, 2024 – Dec. 31, 2024
<b>Financial Advisory Services</b>	Phoenix Advisors, LLC 625 Farnsworth Avenue Bordentown, NJ 08505	Jan. 1, 2024 - Dec. 31, 2024

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**Board Attorney** Fogarty & Hara, Esqs. Jan. 1, 2024 – Dec. 31, 2024  
21-00 Route 208 South  
Fair Lawn, NJ 07410

**Environmental Consultants & Engineers** T&M Associates Jan. 1, 2024– Dec. 31, 2024  
40 Monmouth Park Highway, Suite 2  
West Long Branch, NJ 07764

**BE IT FURTHER RESOLVED**, that the Board authorizes the Business Administrator to advertise these professional services.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ . Roll Call:

Mrs. Higgins \_\_\_\_\_  
Mr. Dorsett \_\_\_\_\_  
Mrs. Gilgallon \_\_\_\_\_  
Mr. McDermott \_\_\_\_\_  
Mr. Smith \_\_\_\_\_

## 26. COMPUTER MANAGEMENT SERVICES

**BE IT RESOLVED**, that the Board of Education hereby approves the appointment of **Realtime Information Technology, Inc.**, 1000 Washington Street, Toms River, NJ 08753, to provide student software and support during the 2023-2024 school year. Furthermore, the Board Secretary is hereby authorized and directed to execute an agreement with the aforementioned firm.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ . Roll Call:

Mr. McDermott \_\_\_\_\_  
Mrs. Higgins \_\_\_\_\_  
Mr. Dorsett \_\_\_\_\_  
Mr. Smith \_\_\_\_\_  
Mrs. Gilgallon \_\_\_\_\_

## 27. INTEGRATED PEST MANAGEMENT COORDINATOR

**BE IT RESOLVED**, that the Board of Education hereby appoints the following as the Integrated Pest Management Coordinators for the 2023-2024 school year:

High School:	Patrick Bott, Principal
Veterans Middle School:	Nicole Russo, Principal
Roosevelt School:	Alicia Giammanco, Principal
Washington School:	Elaine Jaume, Principal
Jefferson School:	Marie Griggs, Principal
Anthony School:	Jennifer Rodriguez, Principal
District-Wide:	Antonio Alho, Supervisor of Buildings and Grounds (District Liaison)

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On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## 28. QUALIFIED PURCHASING AGENT

**WHEREAS**, 18A:18A-2 provides that the Board of Education shall assign the authority, responsibility and accountability for the purchasing activity of the Board of Education to a person or persons who shall have the power to prepare advertisement, to advertise for and receive bids and to award contracts as permitted by this chapter; and

**WHEREAS**, 18A:18A-3 provides that contracts, awarded by the purchasing agent that do not exceed in the aggregate in a contract year the bid threshold (currently \$44,000.00), may be awarded by the purchasing agent without advertising for bids when so authorized by board resolution; and

**WHEREAS**, 18A:18A-37, c., provides that all contracts that are in the aggregate less than 15% of the bid threshold (currently \$6,600.00) may be awarded by the purchasing agent without soliciting competitive quotations if so authorized by board resolution.

**NOW, THEREFORE, BE IT RESOLVED**, that the North Arlington Board of Education, pursuant to the statutes cited above, hereby appoints Samantha Dembowski, as its duly authorized purchasing agent and is duly assigned the authority, responsibility and accountability for the purchasing activity of the North Arlington Board of Education; and

**BE IT FURTHER RESOLVED**, that Samantha Dembowski is hereby authorized to award contracts on behalf of the North Arlington Board of Education that are in the aggregate less than 15% of the bid threshold (currently \$6,600.00), without soliciting competitive quotations; and

**BE IT FURTHER RESOLVED**, that Samantha Dembowski is hereby authorized to seek competitive quotations, when applicable and practicable before awarding contracts, when said contracts in the aggregate exceed 15% of the bid threshold (currently \$6,600.00), but less than the bid threshold of \$44,000.00, effective immediately and to continue to the next organization meeting of the Board.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## 29. AGENT AUTHORIZATION

The Superintendent recommends that the Board authorize **Omni Group**, Water Tower Park, 1099 Jay Street, Rochester, NY, as a third-party administrator for 403B and 457 services.

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On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## 30. NJ DEPARTMENT OF AGRICULTURE DESIGNEES

**BE IT RESOLVED**, that the North Arlington Board of Education hereby approves the following appointments for the 2023-2024 school year:

Samantha Dembowski	Certifier
Ann Treacy	Submitter

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## 31. NON-PUBLIC NURSING SERVICES

**BE IT RESOLVED**, that the North Arlington Board of Education authorizes the School Business Administrator/Board Secretary to enter into an agreement with the Catapult Learning to provide non-public nursing services to Queen of Peace students for the 2023-2024 school year at an annual rate not to exceed the District's entitlement for non-public nursing aid.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## 32. CHAPTER 192/193 SERVICES AGREEMENT/NON-PUBLIC SCHOOL SERVICES

**BE IT RESOLVED**, that the North Arlington Board of Education hereby authorizes the School Business Administrator/Board Secretary to enter into an agreement with Bergen County Special Services to provide remedial and auxiliary services to eligible students attending non-public

# AGENDA, REORGANIZATION MEETING, JANUARY 4, 2024

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schools within the North Arlington School District as required under Chapter 192/193 laws for the 2023-2024 school year at an annual rate not to exceed the district's entitlement.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion:\_\_\_\_\_. Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## **MEMBERSHIPS**

### **33. MEMBERSHIP IN SOUTH BERGEN REGION VII**

**BE IT RESOLVED**, that the North Arlington Board of Education hereby approves continuation of its membership in the South Bergen Region VII Council for Special Education for the 2023-2024 school year, does hereby accept, adopt and agree to comply with the Region VII bylaws, designate the Superintendent of Schools as its representative to Region VII, empower him to cast all votes and take other action necessary to represent its interest in Region VII. The Board further approves the Joint Transportation Agreements for all North Arlington Students who are transported through Region VII.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion:\_\_\_\_\_. Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

### **34. MEMBERSHIP IN NEW JERSEY SCHOOL BOARDS ASSOCIATION (NJSBA)**

**BE IT RESOLVED**, that the North Arlington Board of Education approves membership in the New Jersey School Boards Association for the 2023-2024 school year.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion:\_\_\_\_\_. Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

# AGENDA, REORGANIZATION MEETING, JANUARY 4, 2024

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## 35. MEMBERSHIP IN THE HORIZON BLUE CROSS/BLUE SHIELD OF NEW JERSEY HEALTH BENEFITS PROGRAM

**BE IT RESOLVED**, that the North Arlington Board of Education approves participation by the District in the Horizon Blue Cross/Blue Shield of New Jersey for health benefits for the 2023-2024 school year.

**BE IT FURTHER RESOLVED**, that the Board approves participation with Integrity Consulting Group, 1271 Little Gloucester Road, Suite 8, Blackwood, NJ 08012, as Broker of Record for Health Benefits, Prescription Benefits and Dental Benefits for the period July 1, 2023 through June 30, 2024.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.  
Discussion: \_\_\_\_\_ . Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## 36. COOPERATIVE PRICING PROGRAM

**BE IT RESOLVED**, that the North Arlington Board of Education approves an agreement with **Educational Data Services, Inc.**, 238 Midland Avenue, Saddle Brook, NJ 07662, for the district to participate in cooperative pricing program for the 2023-2024 school year.

**BE IT FURTHER RESOLVED**, that the North Arlington Board of Education approves an agreement with **Middlesex Regional Educational Services Commission**, 4 AAA Drive, Robbinsville, NJ 08691 for Broadband, Wide Area Network and Internet Cooperative Purchasing Initiative in accordance with E-rate guidelines for the district to participate in cooperative pricing program for the 2023-2024 school year.

**BE IT FURTHER RESOLVED**, that the North Arlington Board of Education approves an agreement with **County of Union Cooperative**, 10 Elizabethtown Plaza, Elizabeth, NJ 07207 for the district to participate in cooperative pricing program for the 2023-2024 school year.

**BE IT FURTHER RESOLVED**, that the North Arlington Board of Education approves an agreement with **Hunterdon ESC Cooperative**, 37 Hoffmans Crossing Road, Califon, NJ 07830 for the district to participate in cooperative pricing program for the 2023-2024 school year.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.  
Discussion: \_\_\_\_\_ . Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

# AGENDA, REORGANIZATION MEETING, JANUARY 4, 2024

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## 37. CASH MANAGEMENT

**BE IT RESOLVED**, that the North Arlington Board of Education authorizes the School Business Administrator/Board Secretary to perform the following:

- a. Transfer funds among the various bank accounts of the District.
- b. Transfer line item accounts among the various budgetary accounts.
- c. Invest school funds as The Investment Officer of the Board, as permitted by statute.
- d. Make payment on the bills and claims prior to their approval by the Board when it is deemed necessary, and then present them for approval at the next Board Meeting.

**WHEREAS**, pursuant to N.J.S.A. 18A:17-8(b), the Board Secretary is responsible for the examination and auditing of all accounts and demands against the Board; and

**WHEREAS**, from time to time said demands against the Board are of an emergent nature and must be paid prior to Board approval in open public meeting as required by statute.

**NOW, THEREFORE, BE IT RESOLVED**, that the North Arlington Board of Education authorizes the Board Secretary to examine, audit and pay all claims against the Board of an emergent nature prior to Board approval; and

**BE IT FURTHER RESOLVED**, that all such emergent payments made by the Board Secretary be reported to the Board, ratified, and duly recorded in the minutes at the next open meeting of the Board.

**BE IT FURTHER RESOLVED**, that, pursuant to N.J.S.A. 18A:22-8.1, the North Arlington Board of Education designates the Board Secretary to approve transfer amounts among line items and program categories as are necessary between meetings of the Board and that said transfers be reported to the Board, ratified, and duly recorded in the minutes of the next open meeting of the Board.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ . Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## 38. ESTABLISH PETTY CASH ACCOUNT

**BE IT RESOLVED**, that the Board of Education establishes a Petty Cash Account with TD Bank, North Arlington, NJ; and

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**BE IT FURTHER RESOLVED**, that each disbursement will not exceed \$50.00; and

**BE IT FURTHER RESOLVED**, that expenditures over \$50.00 will be preapproved by the Board President prior to release.

**BE IT FURTHER RESOLVED**, that the Board of Education establishes a Petty Cash Account in an amount not to exceed \$600.00 for day-to-day incidental expenses, to be managed by the Accounts Manager.

**BE IT FURTHER RESOLVED**, that the entire Board will be advised of any expenditures over \$50.00.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ . Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## **39. PROCUREMENT OF GOODS/SERVICES**

**BE IT RESOLVED**, that the North Arlington Board of Education authorizes the procurement of goods and services from the following vendors through the state agency for the 2023-2024 school year as provided for in Title 18A:18A-10 without advertising for bids, or after having rejected all bids obtained pursuant to advertising.

To permit the School Business Administrator to participate in the New Jersey State contracting process for the purchase of the following types of goods and services:

Computers	A/C Heating, Ventilation
Custodial Supplies	Sports Goods
Office and Classroom Furniture	Data Communication/Network
Office Supplies	Computer Data Technical Support
Peripheral Equipment	Tools, motors, chemical equipment
School Supplies	Library Supplies
Science Lab Supplies	
Transportation Equipment	

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ . Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

# AGENDA, REORGANIZATION MEETING, JANUARY 4, 2024

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## INSURANCE MEMBERSHIPS

### **40. INSURANCE**

**BE IT RESOLVED**, by the Board of Education that, pursuant to the provisions of Title 18A:18A-42, that it continue to participate as a member of the **SAIF Insurance Pool**; and

**BE IT FURTHER RESOLVED**, that such membership shall continue for a period of one year, effective July 1, 2023 through June 30, 2024; and

**BE IT FURTHER RESOLVED**, that **Treadstone Risk Management, LLC** is hereby designated Broker of Record; and

**BE IT FURTHER RESOLVED**, that this appointment is awarded without competitive bidding under the provisions of the “Local Public Contract Law” of New Jersey.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ . Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

### **41. WORKERS' COMPENSATION POOL**

**BE IT RESOLVED**, by the North Arlington Board of Education that, pursuant to the provisions of Title 18A:18A-42, that it continue to participate as a member of the **South Bergen Workers' Compensation Pool**; and

**BE IT FURTHER RESOLVED**, that such membership shall continue for a period of one year, effective July 1, 2023 through June 30, 2024.

**BE IT FURTHER RESOLVED**, that the North Arlington Board of Education hereby appoints the Board Secretary, or her designee, and its representative, to serve on the committee from which a Board of Trustees shall be selected to manage the affairs of the insurance pool in accordance with the by-laws of the South Bergen Workers' Compensation Pool in effect as of the date of this resolution as authorized and permitted by state statute.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ . Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

# AGENDA, REORGANIZATION MEETING, JANUARY 4, 2024

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## 42. STUDENT ACCIDENT INSURANCE

**BE IT RESOLVED**, that the North Arlington Board of Education approves the appointment of **Bob McCloskey Insurance**, 1100 Campus Drive West, Morganville, NJ 07751 as the student insurance carrier for the 2023-2024 school year.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## 43. BANKING CONSORTIUM/SIGNATURE AUTHORIZATION RESOLUTION

**RESOLVED**, by the governing body of The North Arlington Board of Education, as follows:

That **TD Bank** be, and hereby is, designated a depository of funds of The North Arlington Board of Education, with authority to accept at any time for the credit of the Depositor, deposits in checking, savings, money market savings, term or any other account, by whomever and made in whatever manner endorsed; and

That the Bank shall not be liable in connection with the collection of such items that are handled by the Bank without negligence and the Bank shall not be liable for the acts of its agents, subagents or for any other casualty; and

That the Depositor assumes full responsibility for and shall indemnify the Bank against all losses, liabilities and claims resulting from payments, withdrawals or orders made or purported to be made in accordance with, or from actions taken in good faith and in reliance upon this resolution; and

That the Bank be, and hereby is, authorized and directed to certify, pay or otherwise honor all checks, drafts, notes, bills of exchanges, acceptances, undertakings and other instruments or orders for the payment, transfer or withdrawal of money for whatever purpose and to whomsoever payable when such instruments and orders are properly made, signed, or endorsed by the signature, the actual or purported facsimile signature or the oral direction of any of the authorized signers below; provided however, that any check, draft, note, bill of exchange, acceptance, undertaking or other instrument for the payment, transfer or withdrawal must bear the actual or purported facsimile signature of one or more of the below designated officers and/or persons, or his or their appointees:

That any authorized signer acting alone be, and hereby is, authorized on behalf of the Depositor to endorse, negotiate and collect any and all checks, drafts, notes, bills of exchange, acceptances, undertakings and other instruments and to open and close and update information on any account of the Depositor at the Bank; and

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That the Bank may rely on any signature, endorsement or order and any facsimile signature or written instruction reasonably believed by the Bank to be made by an authorized signer, and the Bank may act on any direction of an authorized signer without inquiry and without regard to the application of the proceeds thereof, provided that the Bank acts in good faith; and

That the Depositor assumes full responsibility for and shall indemnify the Bank against all losses, liabilities and claims resulting from payments, withdrawals or orders made or purported to be made in accordance with, or from actions taken in good faith and in reliance upon this Resolution; and

That Bank may rely on this document and on any certificate by an authorized representative of the Depositor as to the names and signatures of the authorized signers of the Depositor until the Bank has actually received written notice of a change and has had a reasonable period of time to act on such notice; and

That any of the following named persons, or persons from time to time holding the following offices of the Depositor be, and hereby are, designated as the authorized signers to act on behalf of the Depositor in accordance with the Resolution:

1. Board President
2. Board Vice President
3. Board Secretary/School Business Administrator or her designee(s)
4. Superintendent of Schools (North Arlington Board of Education Capital Reserve Account, North Arlington Board of Education Capital Projects Account)
5. High School Principal or High School Assistant Principal (NAHS Organization Fund and NAHS High School Principal, Assistant Principal and Athletic Director - Athletic Account)

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ . Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## 44. BUSINESS CONDUCT

**BE IT RESOLVED**, that the North Arlington Board of Education will conduct the business of the Board of Education according to the appropriate statutes, administrative codes, rules, regulations, and policies and procedures of the district, which are hereby readopted.

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On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## 45. MOTION TO ESTABLISH FEES FOR COPIES OF PUBLIC DOCUMENTS

Except as otherwise provided by law or regulation, the fee assessed for the duplication of a government record embodied in the form of printed matter shall not exceed the following:

- First page to tenth page, \$0.75 per page;
- Eleventh page to twentieth page, \$0.50 per page;
- All pages over twenty, \$0.25 per page.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## **PERSONNEL**

### A. **RESOLUTION TO REVISE THE SALARY OF SUBSTITUTE PARAPROFESSIONALS, AND SUBSTITUTE CLERKS FOR THE 2023-2024 SCHOOL YEAR TO ENSURE COMPLIANCE WITH NEW MINIMUM WAGES, EFFECTIVE JANUARY 1, 2024.**

**WHEREAS**, the Superintendent of Schools recommends that the North Arlington Board of Education revise the salary of Substitute Paraprofessionals, and Substitute Clerks, for the 2023-2024 school year to ensure compliance with new minimum wages, effective January 1, 2024.

Substitute Classroom Aides	
\$15.13/hour – not to exceed 29 hours per week, without benefits	
First Name	Last Name
Yamama	Aldari
Oliver	Aldea
Soha	Anwar
Anthony	Cassie

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Laura	Costeira
Michelle	Costello
Michelle	Campos
Aizlyn	Carrasquillo
Lynette	Cavadas
Gina	Chariss
Judy	Clune
Dawn	Dick
Valerie	Del Russo
Karima	Elmoaz
Jennifer	Espinal
Rosalyn	Fernandes
Lourdes	Faustor
Migdalia	Figueroa
Hortensia	Filgueiras
Bessy	Gomez
Josephine	Gugliuzza
Colin	Hankenson
Veronica	Helms
Anne	Kachel
William	Kavlick
Hayat	Laamiri
Catherine	Morillo
Karolyn	Nagib
Michael	Pavlecka
Leidy	Pinilla
Mildred	Purcell
Dana	Sabato
Justine	Saar
Diana	Salas
Ava	Sanchez
Amy	Savarese
Traci	Schafer
Vasvi	Shah
Miriam	Smith
Rupeet	Teji
Maribel	Torres
Cristina	Tupiza
Angela	Usuga-Sullivan
Naomi	Van Leer

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<b>Substitute Clerks</b>	
<b>\$15.13/hour – not to exceed 29 hours per week, without benefits</b>	
<b>First Name</b>	<b>Last Name</b>
Michelle	Costello
Cecilia	Faustor
Leidy	Pinilla
Teji	Rupeet

<b>Substitute Lunchroom Aides</b>	
<b>\$15.13/hour – not to exceed 29 hours per week, without benefits</b>	
<b>First Name</b>	<b>Last Name</b>
Michelle	Campos
Gina	Charris
Judy	Clune
Jennifer	Espinal
Cecilia	Faustor
Veronica	Helms
Sheryl	Lambo
Sonia	Pereira
Maria	Policarpo
Dana	Sabato
Vasvi	Shah
Naomi	Van Leer

**BE IT RESOLVED**, that the North Arlington Board of Education hereby revise the salary of Paraprofessionals, Substitute Paraprofessionals, and Substitute Clerks for the 2023-2024 school year, to ensure compliance with new minimum wages, effective January 1, 2024.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

**AGENDA, REORGANIZATION MEETING, JANUARY 4, 2024**

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**B. RESOLUTION TO REVISE THE SALARY OF PARAPROFESSIONALS FOR THE 2023-2024 SCHOOL YEAR TO ENSURE COMPLIANCE WITH NEW MINIMUM WAGES, EFFECTIVE JANUARY 1, 2024.**

**WHEREAS**, the Superintendent of Schools recommends that the North Arlington Board of Education revise the salary of Paraprofessionals, for the 2023-2024 school year to ensure compliance with new minimum wages, effective January 1, 2024, not to exceed 29 hours per week.

**ANTHONY ELEMENTARY SCHOOL**

<b>Name</b>	<b>Title</b>	<b>Rate of Pay</b>
Espinal, Jennipher	Classroom Aide & Lunch Aide	From \$14.75 to \$15.13
Fernandes, Berta	Classroom Aide & Lunch Aide	From \$15.00 to \$15.13
Figueroa, Migdalia	Classroom Aide	From \$14.75 to \$15.13

**WASHINGTON ELEMENTARY SCHOOL**

<b>Name</b>	<b>Title</b>	<b>Rate of Pay</b>
Dick, Dawn	Classroom Aide	From \$14.75 to \$15.13
Filgueiras, Hortensia	Classroom Aide & Lunch Aide	From \$15.00 to \$15.13
Sandra Ochoa	Secretary and Lunchroom Aide	From \$14.75 to \$15.13

**VETERANS MIDDLE SCHOOL**

<b>Name</b>	<b>Title</b>	<b>Rate of Pay</b>
Plaza, Elva	Lunch Aide	From \$15.00 to \$15.13

**BE IT RESOLVED**, that the North Arlington Board of Education hereby revise the salary of Paraprofessionals, for the 2023-2024 school year, to ensure compliance with new minimum wages, effective January 1, 2024.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.  
 Discussion: \_\_\_\_\_ . Roll Call:

Mrs. Higgins \_\_\_\_\_  
 Mr. Dorsett \_\_\_\_\_  
 Mrs. Gilgallon \_\_\_\_\_  
 Mr. McDermott \_\_\_\_\_  
 Mr. Smith \_\_\_\_\_

**C. RESOLUTION TO APPROVE THE APPOINTMENT OF SUBSTITUTE PARAPROFESSIONALS FOR THE 2023-2024 SCHOOL YEAR.**

**WHEREAS**, the Superintendent of Schools recommends that the North Arlington Board of Education approve the employment of the following substitute paraprofessional for the 2023-2024 school year:

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**Tyler Austin**, as a **Substitute Classroom Aide** at North Arlington Public Schools beginning on or about January 5, 2024 through June 30, 2024, at the hourly rate of \$15.13, not to exceed 29 hours per week, without benefits, *pending criminal history clearance and completion of all required employment paperwork.*

**Michelle Hessian**, as a **Substitute Classroom Aide and Lunchroom Aide** at North Arlington Public Schools beginning on or about January 8, 2024 through June 30, 2024, at the hourly rate of \$15.13, not to exceed 29 hours per week, without benefits, *pending criminal history clearance and completion of all required employment paperwork.*

**Daniella Rutigliano**, as a **Substitute Classroom Aide and Lunchroom Aide** at North Arlington Public Schools beginning on or about January 5, 2024 through June 30, 2024, at the hourly rate of \$15.13, not to exceed 29 hours per week, without benefits.

**BE IT RESOLVED**, that the North Arlington Board of Education hereby approves the employment of substitute paraprofessionals, for the 2023-2024 school year, as set forth above.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## **D. RESOLUTION TO APPROVE THE EMPLOYMENT OF SUBSTITUTE TEACHERS FOR THE 2023-2024 SCHOOL YEAR.**

**WHEREAS**, the Superintendent of Schools recommends that the North Arlington Board of Education approve the employment of the following Substitute Teachers for the 2023-2024 school year:

**Tyler Austin**, as a Substitute Teacher at North Arlington Public Schools, at the per diem rate of \$120.00 retroactively beginning on or about September 1, 2023 through June 30, 2024 not to exceed 29 hours per week, without benefits.

**Mia Capobianco**, as a Substitute Teacher at North Arlington Public Schools, at the per diem rate of \$120.00 beginning on or about January 05, 2024 through June 30, 2024 not to exceed 29 hours per week, without benefits.

**Michelle Hessian**, as a Substitute Teacher at North Arlington Public Schools, at the per diem rate of \$120.00 beginning on or about January 8, 2024 through June 30, 2024 not to exceed 29 hours per week, without benefits.

**BE IT RESOLVED**, that the North Arlington Board of Education hereby approves the employment of Substitute Teachers for the 2023-2024 school year, as set forth above.

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On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ Roll Call:

Mrs. Higgins \_\_\_\_\_  
Mr. Dorsett \_\_\_\_\_  
Mrs. Gilgallon \_\_\_\_\_  
Mr. McDermott \_\_\_\_\_  
Mr. Smith \_\_\_\_\_

## E. RESOLUTION TO APPROVE THE APPOINTMENT OF PARAPROFESSIONALS FOR THE 2023-2024 SCHOOL YEAR.

**WHEREAS**, the Superintendent of Schools recommends that the North Arlington Board of Education to approve the employment of the following paraprofessionals for the 2023-2024 school year:

**Michelle Hessian**, as a part-time, **Special Education Aide** (new position) at Jefferson Elementary School beginning on January 8, 2024 through January 19, 2024, at the hourly rate of \$17.75, not to exceed 29 hours per week.

**Daniella Rutigliano**, as a part-time, **Special Education Aide** (temporarily replaced in new position) at Jefferson Elementary School retroactively beginning on January 2, 2024 through January 19, 2024, at the hourly rate of \$19.00, not to exceed 29 hours per week.

**BE IT RESOLVED**, that the North Arlington Board of Education hereby approves employment of paraprofessionals, for the 2023-2024 school year, as set forth above.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ Roll Call:

Mrs. Higgins \_\_\_\_\_  
Mr. Dorsett \_\_\_\_\_  
Mrs. Gilgallon \_\_\_\_\_  
Mr. McDermott \_\_\_\_\_  
Mr. Smith \_\_\_\_\_

## F. RESOLUTION TO APPROVE THE EMPLOYMENT OF CERTIFICATED STAFF MEMBERS FOR THE 2023-2024 SCHOOL YEAR.

**WHEREAS**, the Superintendent of Schools recommends that the North Arlington Board of Education approve the employment of the following certificated staff members, for the 2023-2024 school year:

**Jessica Cholewa**, full-time **School Nurse** at Jefferson Elementary School for the period beginning on or about January 5, 2024 through or about June 30, 2024, at Step 8, BA on the North Arlington Teachers' Salary Guide or \$54,750.00 (pro-rated), *pending completion of certification*.

**Patricia Dunkin**, full-time **Teacher of Computer Science Technology** (replacing Kenneth McCarthy) at North Arlington High School for the period retroactively beginning on or about December 21, 2023 through or about June 30, 2024, at Step 2, MA on the North Arlington

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Teachers' Salary Guide or \$57,850.00 (pro-rated), *pending completion of certification*.

**Diana Guerreiro**, full-time **Leave Replacement Elementary School Teacher (N-8) & Teacher of Handicapped** (temporarily replacing Darlene Reap) at Washington Elementary School for the period beginning on or about January 12, 2024 through or about June 30, 2024, at Step 7, BA+15 on the North Arlington Teachers' Salary Guide or \$55,000.00 (pro-rated).

**BE IT RESOLVED**, that the North Arlington Board of Education hereby approves the employment of the certificated staff members, for the 2023-2024 school year, as set forth above.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ . Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## **G. RESOLUTION TO APPROVE THE EMPLOYMENT OF A REGISTERED NURSE FOR THE 2023-2024 SCHOOL YEAR.**

**WHEREAS**, the Superintendent of Schools recommends that the North Arlington Board of Education approve the employment of a registered nurse for the 2023-2024 school year, as follows:

**Julianna D'Agostino-Robinson**, as a full-time **Registered Nurse**, at Washington Elementary School (replacing Diane DeVenio), for the period beginning on or about January 2, 2024 through June 30, 2024, at the salary of \$48,000.00, *pending criminal history clearance and completion of all required employment paperwork*.

**BE IT RESOLVED**, that the Board hereby approves the Superintendent's recommendation to approve the employment of a registered nurse for the 2023-2024 school year, as set forth above.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ . Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## **H. RESOLUTION TO ACCEPT RESIGNATIONS.**

**WHEREAS**, the Superintendent of Schools recommends that the North Arlington Board of Education accept the following resignations:

**Shaquanah Moore**, as a part-time **Special Education Aide** at Veterans Middle School, effective on or about January 16, 2024.

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**Karolyn Nagib**, as a part-time **Classroom Aide and Lunchroom Aide** at Washington Elementary School, effective on or about January 2, 2024.

**Rumita Roy**, as a full-time **Teacher of Biology** at North Arlington High School, effective on or about December 18, 2023.

**Jessica Sadej**, as a full-time **Reading Specialist** at North Arlington Public Schools, effective on or about February 20, 2024.

**BE IT RESOLVED**, that the North Arlington Board of Education hereby accepts the resignation, set forth above.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.  
 Discussion: \_\_\_\_\_ Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

**I. RESOLUTION TO APPROVE THE EMPLOYMENT OF SCHOOL NURSES FOR 2023-2024 SCHOOL YEAR.**

**WHEREAS**, the Superintendent of Schools recommends that the North Arlington Board of Education approves the employment of the following School Nurses to review and complete the tuberculosis data to the CDRSS reporting system during the Winter break of 2023.

Name	Schools	Days (Not to exceed)	Per Half Day	Total
Christina Bancroft	North Arlington High School	1/2	\$150.00	\$150.00
Jacqueline Gilker	Anthony Elementary School	1/2	\$150.00	\$150.00
Jessica Cholewa	Jefferson Elementary School	1/2	\$150.00	\$150.00
Diane Devenio	Washington Elementary School	1/2	\$150.00	\$150.00
Maria Fernandez	Roosevelt Elementary School	1/2	\$150.00	\$150.00
Judith Kommer	Veterans Middle School	1/2	\$150.00	\$150.00

**BE IT RESOLVED**, that the North Arlington Board of Education approves school nurses' employment, as set forth above.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.  
 Discussion: \_\_\_\_\_ Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

# AGENDA, REORGANIZATION MEETING, JANUARY 4, 2024

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## **J. RESOLUTION TO REVISE AN UNPAID FAMILY LEAVE (FMLA/NJFLA) AND EXTENDED MATERNITY LEAVE OR CHILD REARING LEAVE (LEAVE OF ABSENCE) FOR A STAFF MEMBER FOR THE 2023-2024 SCHOOL YEARS.**

**WHEREAS**, the Superintendent of Schools recommends that the North Arlington Board of Education revise an unpaid Family Leave (FMLA/NJFLA), and extended Maternity Leave and Child Rearing Leave (Leave of Absence) for **Mrs. Carolyn Weisz**, Teacher at Veterans Middle School for the 2023-2024 school years, as follows:

**UNPAID FAMILY LEAVE (FMLA/NJFLA)** from on or about **September 16, 2023** through on or about **December 20, 2023**, (not to exceed 12 weeks per year).

**EXTENDED MATERNITY LEAVE OR CHILD REARING LEAVE (UNPAID LEAVE OF ABSENCE)** without pay from on or about **December 21, 2023** through on or about **March 15, 2024**,

**BE IT RESOLVED**, that the North Arlington Board of Education hereby revises an unpaid Family Leave (FMLA/NJFLA), and extended Maternity Leave and Child Rearing Leave (Leave of Absence) for **Mrs. Carolyn Weisz**, Teacher at Veterans Middle School for the 2023-2024 school years, as set forth above.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.  
Discussion: \_\_\_\_\_.

Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## **FISCAL MANAGEMENT**

### **A. RESOLUTION TO APPROVE, UPON THE RECOMMENDATION OF THE SUPERINTENDENT, THE LIST OF TRAVEL AND RELATED COSTS WHICH ARE EDUCATIONALLY NECESSARY, FISCALLY PRUDENT, IN COMPLIANCE WITH STATE TRAVEL REIMBURSEMENT GUIDELINES, ARE RELATED TO AND WITHIN THE SCOPE OF THE EMPLOYEE'S CURRENT RESPONSIBILITIES AND PROMOTE THE DELIVERY OF INSTRUCTION OR FURTHER THE EFFICIENT OPERATION OF THE SCHOOL DISTRICT.**

**WHEREAS**, the Superintendent of Schools recommends that the North Arlington Board of Education approve the attendance of staff members at the following Professional Development Workshops.

## AGENDA, REORGANIZATION MEETING, JANUARY 4, 2024

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Name	Date	Title of Workshop	Cost
Michele Maxwell	01/13/2024, 1/20/2024 and 01/27/2024	Paragraphology for Adults (virtual)	Registration Fee: \$395.00
Mary Dulny	01/22/2024	WIAT – IV Training Administration, Scoring and Basic Interpretation	No Cost
Nicole Russo	02/07/2024	Realtime User Experience 2024	No Cost
Samantha Dembowski	02/15/2024	Food Services Update	Registration Fee: \$125.00 Mileage Cost: \$22.75
Kari Devine	02/29/2024 and 03/01/2024	ASAP-NJ Conference	Registration Cost: \$250.00 Mileage Cost: \$295.68

**BE IT RESOLVED**, that the North Arlington Board of Education hereby approves the attendance of staff members at Professional Development Workshops.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

**B. RESOLUTION TO APPROVE THE FOLLOWING BOARD OF EDUCATION MEMBERS AND ADMINISTRATION TO ATTEND THE NEW JERSEY ASSOCIATION OF SCHOOL ADMINISTRATORS TECHSPO CONFERENCE IN ORDER TO FURTHER THE EFFICIENT OPERATION OF THE SCHOOL DISTRICT.**

Name	Position	Date	Location
Dr. Stephen Yurchak	Superintendent of Schools	January 24-26, 2024	Atlantic City, NJ
Mr. George McDermott	Board Vice President	January 24-26, 2024	Atlantic City, NJ
Mr. Jason Suter	Director of Technology	January 24-26, 2024	Atlantic City, NJ

**BE IT RESOLVED**, that the North Arlington Board of Education approves the Board of Education members and Administration to attend the New Jersey Association of School Administrators TECHSPO Conference during the above listed conference dates.

# AGENDA, REORGANIZATION MEETING, JANUARY 4, 2024

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On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## **OPERATIONS**

### **A. RESOLUTION TO AFFIRM THE SUPERINTENDENT’S DECISION IN HARASSMENT/INTIMIDATION/BULLYING INVESTIGATIONS.**

**BE IT RESOLVED**, that the North Arlington Board of Education (hereinafter referred to as the “Board”) hereby affirms the Superintendent’s decision on the following HIB Investigations for the reasons set forth in the Superintendent’s decision to the students’ parents, and directs the School Business Administrator/Board Secretary to transmit a copy of the Board’s decision to the affected students’ parents forthwith. HIB Investigation Numbers:

255783\_NAH\_11292023  
255560\_NAH\_11222023  
254329\_NAH\_11012023  
254234\_NAH\_10312023

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## **INSTRUCTION AND PROGRAM**

### **A. RESOLUTION TO APPROVE FIELD TRIPS.**

**WHEREAS**, the Superintendent of Schools recommends that the North Arlington Board of Education approve a field trips on file in the Superintendent’s office.

**BE IT RESOLVED**, that the North Arlington Board of Education hereby approves a field trips on file in the Superintendent’s office.

# AGENDA, REORGANIZATION MEETING, JANUARY 4, 2024

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On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## **B. RESOLUTION TO APPROVE DISTRICT CURRICULUM FOR 2023-2024 SCHOOL YEAR.**

**WHEREAS**, the Superintendent of Schools recommends that the North Arlington Board Education approve district curriculum of Introduction to Drama and Introduction to Building Maintenance for 2023-2024 school year.

**BE IT RESOLVED**, that the North Arlington Board of Education hereby approves the district of Introduction to Drama and Introduction to Building Maintenance for 2023-2024 school year.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

# AGENDA, REORGANIZATION MEETING, JANUARY 4, 2024

## **FINANCE COMMITTEE**

Robert Dorsett, Chairman  
Edward Smith, Co-Chairman

## **CONTRACTS, ADDENDA, BIDS, AND PROPOSALS**

### **A. MOTION TO APPROVE A QUOTE FROM SAVVAS FOR THE DIGITAL RENEWAL OF ELEVATE SCIENCE FOR VETERANS MIDDLE SCHOOL**

**WHEREAS**, a quote was received from **SAVVAS** to provide the following for grades 6-8 at Veterans Middle School:

DESCRIPTION	COST
Elevate Middle Grades Science 2019 Digital Courseware 1-year license (Qty: 140) – Grade 6	\$ 3,220.00
Elevate Middle Grades Science 2019 Digital Courseware 1-year license (Qty: 170) – Grade 7	\$ 3,910.00
Elevate Middle Grades Science 2019 Digital Courseware 1-year license (Qty: 180) – Grade 8	\$ 4,140.00
<b>Total Cost</b>	<b>\$11,270.00</b>

**WHEREAS**, this renewal for Elevate Science is being paid for from the ARP ESSER Grant; and

**WHEREAS**, the Superintendent of Schools recommends that the North Arlington Board of Education approves this quote in the amount of \$11,270.00; and

**BE IT RESOLVED**, the North Arlington Board of Education approves the quote from **SAVVAS** for the renewal of Elevate Science for Veterans Middle School which will be funded through the ARP ESSER Grant.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ Roll Call:

Mrs. Higgins \_\_\_\_\_  
Mr. Dorsett \_\_\_\_\_  
Mrs. Gilgallon \_\_\_\_\_  
Mr. McDermott \_\_\_\_\_  
Mr. Smith \_\_\_\_\_

### **B. MOTION TO APPROVE A QUOTE FROM SAVVAS FOR THE PURCHASE OF ENVISION MANIPULATIVE KITS FOR WASHINGTON ELEMENTARY SCHOOL**

**WHEREAS**, a quote was received from **SAVVAS** to provide the following for grades K-5 at Washington Elementary School:

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DESCRIPTION	COST
enVision Mathematics 2020 Classroom Manipulative Kit (Qty: 6) – Grade 1	\$ 2,262.00
enVision Mathematics 2020 Classroom Manipulative Kit (Qty: 6) – Grade 2	\$ 2,883.00
enVision Mathematics 2020 Classroom Manipulative Kit (Qty: 6) – Grade 3	\$ 2,049.00
enVision Mathematics 2020 Classroom Manipulative Kit (Qty: 6) – Grade 4	\$ 1,632.00
enVision Mathematics 2020 Classroom Manipulative Kit (Qty: 6) – Grade 5	\$ 1,428.00
enVision Mathematics 2020 Classroom Manipulative Kit (Qty: 6) – Grade K	\$ 2,112.00
Shipping and Handling	\$ 1,051.11
<b>Total Cost</b>	<b>\$13,417.11</b>

**WHEREAS**, all costs will be funded through Title I; and

**WHEREAS**, the Superintendent of Schools recommends that the North Arlington Board of Education approves this quote in the amount of \$13,417.11; and

**BE IT RESOLVED**, the North Arlington Board of Education approves the quote from **SAVVAS** for the purchase of envision Manipulative Kits for Grades K-5 at Washington Elementary School which will be funded through Title I.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ . Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## **SUNSHINE RESOLUTION**

**WHEREAS**, this meeting is duly and properly called for a regular session meeting of this Body and adequate notice has been given as provided for by the “Open Public Meetings Act”; and

**WHEREAS**, it is now necessary that the Board of Education consider the following matter:

# AGENDA, REORGANIZATION MEETING, JANUARY 4, 2024

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which fall(s) within the exceptions as set forth in the “Open Public Meetings Act” and therefore are matters which this Body determines should be discussed at a closed meeting. It is anticipated that this closed session will last approximately \_\_\_\_\_ minutes.

**NOW, THEREFORE, BE IT RESOLVED**, by the North Arlington Board of Education as follows:

That this body shall at this time recess this meeting and conduct a closed meeting concerning the above referenced matter(s), which involve exceptions this body hereby determines are of such a nature that they cannot be discussed at an open meeting and this body is at this time unable to determine when the matter(s) under discussion can be disclosed to the public. However, this body will make such a disclosure when circumstances permit.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ . Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

Time recessed: \_\_\_\_\_ Time reconvened: \_\_\_\_\_

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ . Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

## **ADJOURNMENT**

There being no further business to come before the Board of Education of the Borough of North Arlington, in the County of Bergen, State of New Jersey, this Reorganization Meeting of January 4, 2024 adjourned at \_\_\_\_\_ p.m.

On Motion by \_\_\_\_\_, second by \_\_\_\_\_.

Discussion: \_\_\_\_\_ . Roll Call:

Mrs. Higgins	_____
Mr. Dorsett	_____
Mrs. Gilgallon	_____
Mr. McDermott	_____
Mr. Smith	_____

SD:at