



## BERGEN COUNTY ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

c/o Teaneck Board of Education  
651 Teaneck Road  
Teaneck, New Jersey 07666

### Officers 2021-2022

#### **President**

Melissa Simmons  
(Teaneck)

#### **Vice-President**

Haquisha Taylor  
(Fort Lee)

#### **Treasurer**

Jennifer Pfohl  
(Maywood)

#### **Secretary**

Floro Villanueva Jr.  
(Closter)

#### **Past President**

Louise Napolitano  
(River Edge)

### Executive Committee

Doug Barrett  
(Old Tappan)

Stacy Garvey  
(Midland Park)

Antoinette Kelly  
(Demarest)

Joseph Kelly  
(Rutherford)

Matthew Lynaugh  
(Woodcliff Lake)

Yas Usami  
(Pascack Valley)

Stephen Burke  
County Office

### **BCASBO Meeting Minutes Thursday, October 21, 2021 Maggiano's, Hackensack NJ**

At 9:07 AM, President Simmons called the meeting to order and led the membership in the Pledge of Allegiance.

#### **Welcome and Introductions**

President Simmons welcomed all members and guests to the meeting. The association welcomed Steven Lewis – Assistant BA in Teaneck, and James Hyman – Assistant BA in Lyndhurst.

#### **Approval of September 2021 Minutes**

Motion was made by Antoinette Kelly and seconded by Louise Napolitano to approve the September 2021 meeting minutes. Motion passed unanimously.

#### **Approval of Treasurer's Report September 2021**

Motion was made by Megan Slamb and seconded by Matthew Lynaugh to approve the Treasurer's Report for the month ending September 2021. Motion passed unanimously.

#### **County Report**

Mr. Stephen Burke, Executive County Business Official for Bergen County highlighted some items from the October County Notes distributed prior to the meeting:

- ASSA is not open but the manual and additional information are available on the NJDOE website.
- Security Grant – reimbursements will be available soon.
- Health and Safety Checklist – Non-QSAC Districts: due December 30<sup>th</sup> and complete SOA by January 30<sup>th</sup>. QSAC Districts: due to the County Office on November 15<sup>th</sup>.

Dr. Brett Bersano, Bergen County Special Education Specialist provided additional information in completing the FY 21 IDEA Final Report which is due October 22<sup>nd</sup>.

#### **Presentation**

Presentation: "Legal Update", presented by Mr. Stephen Fogarty, Esq.



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### **Old Business**

None

### **New Business**

- President Simmons informed the members that NJASBO will collect toys for “Toys for Tots” program – bring it next meeting.
- Vice-President Taylor encouraged association members to get involved and sign-up for the following committees:  
Nominating Committee, Website Committee, Distinguished Service Committee, Social and Golf Outing Committee, Auditing Committee, and Historical Committee
- President Simmons reminded everyone that the December meeting is on December 3<sup>rd</sup> at Seasons, 12:00 PM.

### **Adjournment**

Motion was made by Dora Zeno and seconded by Brooke Bartley at 10:44 AM to adjourn the meeting. Motion passed unanimously.

### **New Business Administrator Committee Meeting**

The New Business Administrator Committee convened after the regular BCASBO meeting.

Respectfully Submitted by,

Floro M. Villanueva Jr.  
Business Administrator/Board Secretary  
Closter Public Schools  
BCASBO Secretary