North Caldwell Public Schools
North Caldwell, NJ

Board of Education

Public Meeting

September 16, 2014



Linda Freda, Ed..D

Bob Kessler

Robert Projansky

Valerie Buccino

Jann Skelton

Marianne Bohrer

Michael Halik

NORTH CALDWELL BOARD OF EDUCATION
NOTICE OF PUBLIC SESSION
GRANDVIEW SCHOOL CAFETERIA
September 16, 2014
7:30 P.M.

AGENDA

1. **CALL TO ORDER.**
2. **PLEDGE OF ALLEGIANCE**
3. **COMPLIANCE STATEMENT**
   In compliance with the Open Public Meetings Act, notice of this meeting has been properly advertised in the designated newspaper and the agenda has been posted at the appropriate locations. (Fire Exits)
4. **ROLL CALL**
5. **BOARD PRESIDENT'S REPORT**
6. **SUPERINTENDENT'S REPORT**
7. **DEMOGRAPHIC PRESENTATION**
8. **VIOLENCE AND VANDALISM REPORT**
9. **PUBLIC RECOGNITION**
10. **ACTION ITEMS**
    - **General Resolutions**

    G1. Approve Table of Contents, at second reading
    G2. Approve Introduction #0000.02, at second reading
    G3. Approve Policy #5120, Assignment of Pupils, at second reading
    G4. Approve Policy #5300, Automated External Defibrillator(s) (AEDS), at second reading
    G5. Approve Regulation #5300, Automated External Defibrillators (AEDS), at second reading
    G6. Approve Policy #5533, Pupil Smoking, at second reading
    G7. Approve Policy #6511, Finances, at second reading
    G8. Approve Policy #7434, Smoking in School Buildings and on School Grounds, at second reading
    G9. Approve Policy #7522, School District Provided Technology Devices to Staff members, at second reading
    G10. Approve Policy #7523, School district Provided Technology Devices to Pupils, at second reading
    G11. Approve contract with Mountain Lakes Board of Education
    G12. Approve bus route changes
    G13. Approve facilities use for Explore Science
    G14. Approve facilities use for Hands on Arts & Crafts
    G15. Approve facilities use for Biddy Basketball
    G16. Approve Guidance Curriculum
    G17. Approve Schoolwide Enrichment Program
    G18. Approve teacher performance system

• Business Resolutions

B1. Approve Public and Confidential Minutes of August 11, 2014
B2. Approve August 27, 2014 Hand Check Register
B3. Approve August 29, 2014 Hand Check Register
B4. Approve August 29, 2014 Payroll
B5. Approve September 3, 2014 Hand Check Register
B6. Approve July 30, 2014 Hand Check Register
B7. Approve July 2014 Secretary and Treasurer Reports
B8. Approve July 2014 Board Secretary's Report
B9. Approve September 5, 2014 Hand Check Register
B10. Approve September 5, 2014 Hand Check Register
B11. Approve September 5, 2014 Hand Check Register
B12. Approve September 5, 2014 Hand Check Register
B13. Approve September 15, 2014 payroll
B14. Authorize review of compliance and participation in the Securities and Exchange Commission's Municipalities continuing disclosure cooperative initiative
B15. Approve proposal for Gould Media Center Renovation Project
B16. Approve withdrawal of funds from the Capital Reserve Fund
B17. Approve purchase and installation of library furniture
B18. Approve July 2014 transfers
B19. Approve Notice to Bidders
B20. Approve September 11, 2014 Bills & Claims Register

• Personnel Resolutions

P1. Approve Professional Development Workshops/Conferences
P2. Approve lunch aide
P3. Approve listed lunch/recess supervisors for 2014-15 school year
P4. Approve substitute teacher pending CHR

9. OLD BUSINESS
10. NEW BUSINESS

* Gould Art Room Discussion

11. ADJOURN TO CONFIDENTIAL SESSION (if necessary)

The next scheduled public meeting of the Board will be held on October 14, 2014 Grandview School Cafeteria.

Posting: Board Members, Principals, NCPE Co-Presidents, NCEA Co-Presidents, Caldwell Progress Press Member, Board Office, Schools, and Town Hall.

GENERAL RESOLUTIONS

G1. **RESOLVED** that the Board of Education approve **Table of Contents,** at second reading.

Moved: Seconded:

Yes: No:

G2. **RESOLVED** that the Board of Education approve **0000.02 Introduction,** at second reading.

Moved: Seconded:

Yes: No:

G3. **RESOLVED** that the Board of Education approve **Policy #5120, Assignment of Pupils,** at second reading.

Moved: Seconded:

Yes: No:

G4. **RESOLVED** that the Board of Education approve **Policy #5300, Automated External Defibrillator(s) (AEDS),** at second reading.

Moved: Seconded:

Yes: No:

G5. **RESOLVED** that the Board of Education approve **Regulation #5300, Automated External Defibrillators (AEDS),** at second reading.

Moved: Seconded:

Yes: No:

G6. **RESOLVED** that the Board of Education approve **Policy #5533, Pupil Smoking,** at second reading.

Moved: Seconded:

Yes: No:

G7. **RESOLVED** that the Board of Education approve **Policy #6511, Finances,** at second reading.

Moved: Seconded:

Yes: No:

G8. **RESOLVED** that the Board of Education approve **Policy #7434, Smoking in School Buildings and on School Grounds,** at second reading.

Moved: Seconded:

Yes: No:

G9. **RESOLVED** that the Board of Education approve **Policy #7522, School District Provided Technology Devices to Staff Members** at second reading.

Moved: Seconded:

Yes: No:

G10. **RESOLVED** that the Board of Education approve **Policy #7523, School District Provided Technology Devices to Pupils,** at second reading.

Moved: Seconded:

Yes: No:

G11. **RESOLVED** that the Board of Education approve the contract with **Mountain Lakes Board of Education** for four (4) hours per month of itinerant services for **student #8005120** at a tuition rate of $5,600 from September 2014 through June 2015.

Moved: Seconded:

Yes: No:

G12. **RESOLVED** that the Board of Education approve the 2014-2015 bus route changes.

Moved: Seconded:

Yes: No:

G13. **RESOLVED** that the Board of Education approve the facilities use form submitted on behalf of **North Caldwell Recreation for Explore Science.**

Moved: Seconded:

Yes: No:

G14. **RESOLVED** that the Board of Education approve the facilities use form submitted on behalf of **North Caldwell Recreation for Hands on Arts & Crafts.**

Moved: Seconded:

Yes: No:

G15. **RESOLVED** that the Board of Education approve the facilities use form submitted on behalf of **North Caldwell Recreation for Biddy Basketball.**

Moved: Seconded:

Yes: No:

G16. **RESOLVED** that the Board of Education approve the Guidance Curriculum.

Moved: Seconded:

Yes: No:

G17. **RESOLVED** That the Board of Education approve the Schoolwide Enrichment Program.

Moved: Seconded:

Yes: No:

G18. **RESOLVED** that the Board of Education approve the Stronge Teacher and Leader Effectiveness Performance System.

Moved: Seconded:

Yes: No:

BUSINESS RESOLUTIONS

B1. **RESOLVED** that the Board of Education approve the **Public and Confidential Minutes of August 11, 2014.**

Moved: Seconded:

Yes: No:

B2. **RESOLVED** that the Board of Education approve the **August 27, 2014, Hand Check Register** in the amount of $9,874.57.

Moved: Seconded:

Yes: No:

B3. **RESOLVED** that the Board of Education approve the **August 29, 2014, Hand Check Register** in the amount of $ 149.19.

Moved: Seconded:

Yes: No:

B4. **RESOLVED** that the Board of Education approve the **August 29, 2014, payroll** in the amount of $54,638.35.

Moved: Seconded:

Yes: No:

B5. **RESOLVED** that the Board of Education approve the **September 3, 2014, Hand Check Register** in the amount of $25.00.

Moved: Seconded:

Yes: No:

B6. **RESOLVED** that the Board of Education approve the **July 30, 2014, Hand Check Register** in the amount of $25.00.

Moved: Seconded:

Yes: No:

B7. **RESOLVED** that the Board of Education approve the attached Board Secretary's and Treasurer's **Monthly Financial Reports** for July 2014.

Moved: Seconded:

Yes: No:

B8. **WHEREAS** pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Board Secretary does certify that as of July 2014, no budgetary line item account has encumbrances and expenditures which in total exceed the amount appropriated by the district board of education pursuant to N.J.S.A. 18A:22-8 and 18A:22-8.1; therefore be it

RESOLVED that pursuant to N.J.A.C. 6A:23-2.11(c) 4, the Board of Education does certify that as of July 2014, the Board Secretary Monthly Financial Report, did not reflect an over expenditure in any Major Account or Fund, and based on the Appropriation Balances reflected on this report and on the advice of District Officials, that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

Moved: Seconded:

Yes: No:

B9. **RESOLVED** that the Board of Education approve the **September 5, 2014, Hand Check Register** in the amount of $6,379.20.

Moved: Seconded:

Yes: No:

B10. RESOLVED that the Board of Education approve the **September 5, 2014, Hand Check Register** in the amount of $1,433.37.

Moved: Seconded:

Yes: No:

B11. RESOLVED that the Board of Education approve the **September 5, 2014, Hand Check Register** in the amount of $171,151.55.

Moved: Seconded:

Yes: No:

B12. RESOLVED that the Board of Education approve the **September 5, 2014, Hand Check Register** in the amount of $91,362.50.

Moved: Seconded:

Yes: No:

B13. RESOLVED that the Board of Education approve the **September 15, 2014, payroll** in the amount of $316,799.30.

Moved: Seconded:

Yes: No:

B14. RESOLVED that the *BOARD OF EDUCATION OF THE BOROUGH OF NORTH CALDWELL IN THE* COUNTY OF ESSEX, NEW JERSEY (the "Issuer") authorize a review of compliance with prior annual continuing disclosure obligations and participation in the Securities and Exchange Commission's Municipalities continuing disclosure cooperative initiative

WHEREAS, the above-defined Issuer has previously issued one or more series of bonds, including bond issues in the past five (5) years pursuant to one or more preliminary and final official statements (collectively, the "Bonds"); and

WHEREAS, in connection with the issuance of such Bonds, the Issuer covenanted with Bondholders to provide certain secondary market disclosure information on an annual basis to the Nationally

Recognized Municipal Securities Information Repositories (pre-2009) and to the Municipal Securities Rulemaking Board's Electronic Municipal Market Access Data Port (2009 to present) ("EMMA"), which secondary market disclosure information may consist of one or more of the following: audited financial statements, budgets, other financial and operating data and ratings changes; and

WHEREAS, the Securities and Exchange Commission (the "SEC") has recently focused attention on what it alleges is widespread failure of local government issuers across the nation to meet their continuing disclosure obligations and misrepresentation through material misstatements in an official statement (innocently, inadvertently or otherwise) of past compliance with continuing disclosure obligations; and

WHEREAS, in an effort to remedy these perceived issues, the SEC has implemented the Municipalities Continuing Disclosure Cooperation Initiative (the "SEC Initiative"), a limited-time program ending on December 1, 2014, that encourages issuers of municipal bonds, including the Issuer, to self-report possible material misstatements or omissions, made in the past five (5) years in an official statement regarding compliance with prior continuing disclosure obligations; and

WHEREAS, should the SEC determine that an issuer has made material misstatements in an official statement regarding compliance with prior continuing disclosure obligations, issuers participating in the SEC Initiative agree to accept certain non-monetary penalties, in lieu of unknown, and, by all accounts, hefty monetary and non-monetary penalties the SEC has threatened on issuers that do not participate in the SEC Initiative; and

WHEREAS, by participating in the SEC Initiative, issuers agree to accept the following penalties, if imposed by the SEC (i) compliance with a cease and desist order in which the issuer neither admits nor denies the findings of the SEC, (ii) implementation of policies, procedures and training regarding continuing disclosure obligations, (iii) compliance with all existing continuing disclosure undertakings, (iv) cooperation with any further SEC investigation, (v) disclosure of settlement terms in any final official statement issued within five years of the date of institution of the proceedings, and (vi) production to the SEC of a compliance certificate regarding the applicable undertakings on the one year anniversary of the proceedings; and

WHEREAS, on July 24, 2014, the Division of Local Government Services issued Local Finance Notice 2014-9 (i) alerting local governments to the SEC Initiative, (ii) strongly recommending that local governments examine their continuing disclosure contractual obligations and past official statements in order to determine if it is advisable for an issuer to participate in the SEC Initiative and (iii) cautioning, among other things, that local governments that fail to complete a disclosure assessment in connection with the SEC Initiative will likely have difficulty accessing capital markets; and

WHEREAS, the Issuer desires to conduct a disclosure audit that will (i) summarize the results of the Issuer's prior compliance with its secondary market disclosure obligations and (ii) compare those results to the statements made by the Issuer in its official statements regarding past compliance (the "Disclosure Audit"); and

WHEREAS, the Issuer further desires to retain the services of a disclosure specialist to conduct the Disclosure Audit; and

WHEREAS, based on the results of the Disclosure Audit, and weighing heavily the known non-monetary penalties that may come through the Issuer's participation in the SEC Initiative versus the unknown, and, by all accounts, hefty monetary and non-monetary penalties the SEC has threatened on issuers that do not self-report, the Issuer further desires to delegate to the Business Administrator/Board Secretary, in consultation with the Issuer's general counsel, bond counsel, auditor and other finance professionals, the power to prepare and submit all documentation required to enter the Issuer's Bond issues into the SEC Initiative, as necessary;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE ISSUER, AS FOLLOWS:

Section 1. The Issuer hereby authorizes completion of the Disclosure Audit.

Section 2. The Issuer hereby authorizes the Business Administrator/Board Secretary to engage the services of a disclosure specialist to complete the Disclosure Audit; provided that the award of any contract in connection therewith meets the requirements of the Public Schools Contracts Law (N.J.S.A. 18A:18A-1 *et seq.*).

Section 3. In the event the Disclosure Audit reveals that the Issuer **may** have made a material misstatement regarding the Issuer's compliance

with prior continuing disclosure undertakings, the Issuer hereby authorizes and directs the Business Administrator/Board Secretary to prepare and submit all documentation necessary to enter the Issuer's applicable Bond issues into the SEC Initiative.

Section 4. Any action taken by the Business Administrator/Board Secretary or any other officer of the Issuer, with respect to the Disclosure Audit, the engagement of a disclosure specialist and participation in the SEC Initiative, is hereby ratified and confirmed.

Section 5. This resolution shall take effect immediately.

Moved: Seconded:

Yes: No:

B15. RESOLVED that the Board of Education approve the attached proposal from DiCara Rubino Architects in the amount of $_____for the Gould Media Center Renovation Project.

Moved: Seconded:

Yes: No:

B16. RESOLVED that the Board of Education approve the withdrawal of funds from the Capital Reserve Fund in the amount of $_____ for the purpose of the Media Center Renovations at Gould School

Moved: Seconded:

Yes: No:

B17. RESOLVED that the Board of Education approve the purchase and installation of Library furniture for the Gould School Library to Longo Laboratories, Ramsey, NJ, through Middlesex County cooperative System 65MCESCCPS in the amount of $114,886.46.

Moved: Seconded:

Yes: No:

B18. RESOLVED that the Board of Education approve the following line item transfers for July 2014:

To Account #	Amount	From Account #	Amount
Health Sup. GV 11-000-213-610-02-00	$400.00	Supplies: General GV 11-190-100-610-02-01	(400.00)
Consultant Fees 11-000-219-339-00-00	$71.00	Professional Development 11-000-219-320-03-00	(71.00)
	$471.00		(471.00)

Moved: Seconded:

Yes: No:

B19. RESOLVED that the Board of Education approve the following Notice to Bidders for the Media Center Renovations at the Gould:

NOTICE TO BIDDERS
North Caldwell Public Schools Board of Education
132A Gould Avenue
North Caldwell, New Jersey 07006

Notice is hereby given that the North Caldwell Public Schools Board of Education, Essex County, New Jersey will be receiving sealed bids at the board offices located at 132A Gould Avenue, North Caldwell, NJ for the Media Center Renovations to the Gould School.

The Bidding Documents have been prepared by Di Cara | Rubino Architects with an office at 30 Galesi Drive, Wayne, NJ, 07470, telephone number (973) 256-0202. Bidding documents shall be on a compact disk (C.D.) Bidding documents may be obtained directly from the office of the Architect on September 22, 2014 upon receipt of a $75.00 **non-refundable** deposit fee in the form of a certified check or money order made payable to Di Cara | Rubino Architects. Drawings and Specifications shall be available for inspection at the Architect's office from 9:00 AM to 5:00 PM, Monday through Friday. **No documents shall be mailed, via US mail or overnight mail.**

A Pre-Bid Meeting will be held on **September 25, 2014** at **11:00 AM** at the Gould School, 132A Gould Avenue, North Caldwell, NJ 07006. All bidders are strongly encouraged to attend the Pre-Bid Meeting.

All bidders must use and complete all bid forms and must comply with every requirement contained in the instructions and specifications. Bids are to be marked in a sealed envelope and hand delivered, sent UPS or Federal Express or similar courier service to the North Caldwell Public Schools Board of Education at 132A Gould Ave, North Caldwell, NJ 07006 with the name of the project, "Media Center Renovations at the Gould School", plainly marked on the front of the envelope. Every bid must be accompanied by a certified check or a bid bond in the amount of ten percent (10%) of the bid, but not in excess of $20,000.00.

All bidders and their subcontractors shall be registered with the New Jersey Department of Labor, pursuant to the Public Works Contractor Registration Act, N.J.S.A. 34:11-56.48 et seq. All bids must be accompanied by a Certificate issued by the New Jersey Department of Labor, pursuant to the Public Works Contractor Registration Act as to the Bidder and all subcontractors.

Pursuant to N.J.S.A. 18A:18A-26, in order to be eligible to submit a Bid for the Project, the Bidder or its subcontractor shall be classified by the New Jersey Department of Treasury, Division of Property Management and Construction in the following disciplines:

C008 – General Construction
With
C047 Electrical (Major Trade Subcontractor),
or
C009 - General Construction/Alterations and Additions
With
C047 Electrical (Major Trade Subcontractor)

Pursuant to P.L. 2004 c.57, all bids must be accompanied by a New Jersey Business Registration Certificate issued by the New Jersey Department of Treasury, Division of Revenue. The Bidder must include with its bid its own Business Registration Certificate and that of all subcontractors.

Bidders are required to comply with the requirements of N.J.S.A. 10:2-1 et seq., "The Law Against Discrimination" and Affirmative Action, N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27-1 et seq.

Bids must be submitted to the North Caldwell Public Schools Board of Education at the Board's Offices, 132A Gould Avenue, North Caldwell, NJ 07006 no later than **9:00 AM on October 10, 2014**. All bids will be opened and read to the public at that time by the School Business Administrator at the board offices. No bid may be withdrawn for a period of sixty (60) days from the opening of the bids.

The North Caldwell Public Schools Board of Education reserves the right to reject any or all bids and waive any informality in the bidding process if it is in the best interest of the Board of Education. The contract, if awarded, shall be awarded to the lowest responsible bidder whose bid is responsive in all material respects to the bid requirements. No bid shall be deemed accepted until the adoption of a formal resolution by the North Caldwell Public Schools Board of Education.

Moved: Seconded:

Yes: No:

B20. RESOLVED that the Board of Education approve the **September 11, 2014, Bills and Claims** in the amount of $275,088.08.

Moved: Seconded:

Yes: No:

PERSONNEL RESOLUTIONS

P1. **RESOLVED** that the Board of Education approve the Professional Development Workshops/Conferences costs for the following teachers/administrators:

Name	Date	Workshop	Cost	Travel
Alicandri, P.	10/24/14	IDA Conference	$223.00	
Barone, D.	10/24/14	IDA Conference	$223.00	
Christiano, C.	10/24/14	IDA Conference	$223.00	
Eisinger, L.	10/24/14	IDA Conference	$223.00	
Everett, B.	10/24/14	IDA Conference	$223.00	
Gray, C.	10/24/14	IDA Conference	$223.00	
Halik, M.	See attchd	NJASBO	$266.96	
Kornreich, M.	10/7/14	Pavlov Meets Parents	$129.00	
Laurenzano, D.	10/24/14	IDA Conference	$223.00	
Lisa, Z.	10/24/14	IDA Conference	$223.00	
Little, E.	10/24/14	IDA Conference	$193.00	
Silva, T.	10/7/14	Pavlov Meets Parents	$129.00	
Smith, M	10/24/14	IDA Conference	N/C	
Thomas, C.	10/24/14	IDA Conference	N/C	

Moved: Seconded:

Yes: No:

P2. **RESOLVED** that the Board of Education approve **Florence McLaughlin** as a lunch aide at a rate of $12.00 per hour not to exceed 3.5 hours per day effective September 4, 2014 to June 17, 2015.

Moved: Seconded:

Yes: No:

P3. **RESOLVED** that the Board of Education approve the following teachers as Lunch/Recess Supervisors for the 2014-2015 school year:

Toni Arena
Greg De Rosa
Allison Kahan
Lisa Linden
Marian Smith
Maureen Scandiffio

Moved: Seconded:

Yes: No:

P4. **RESOLVED** that the Board of Education approve **Madeline Zazzara-Monaco** as a substitute teacher for the 2014-2015 school year pending favorable criminal history review.

Moved: Seconded:

Yes: No: