North Caldwell Public Schools
North Caldwell, NJ

Board of Education

Public Meeting

December 11, 2018



Jann Skelton
Robert Projansky
Mindy Opper
Mary Mokris
Jordan Shumofsky
Michael Halik
Linda Freda, Ed.D.

NORTH CALDWELL BOARD OF EDUCATION
NOTICE OF PUBLIC SESSION
GRANDVIEW SCHOOL CAFETERIA
DECEMBER 11, 2018
6:30 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. **PUBLIC RECOGNITION**
8. **ACTION ITEMS**

• General Resolutions

G1. Approve change to school calendar
G2. Approve revised Comprehensive Maintenance Plan
G3. Approve neurological assessment
G4. Approve pediatric assessment
G5. Approve submission of 2018-19 New Jersey Single Accountability Continuum District Performance Review
G6. Approve Health and Safety Evaluation of School Buildings Checklist Statement of Assurance for 2018-19
G7. Approve Agreement between the North Caldwell Board of Education and the North Caldwell Education Association Teachers' Unit
G8. Approve New Jersey Schools Insurance Group (NJSIG)

• Business Resolutions

B1. Approve Public and Confidential Minutes of October 23, 2018
B2. Approve Public and Confidential Minutes of November 13, 2018
B3. Approve November 26, 2018 Hand Check Register
B4. Approve November 15, 2018 payroll
B5. Approve November 28, 2018 Hand Check Register
B6. Approve November 30, 2018 payroll
B7. Approve October 2018 Board Secretary Report
B8. Approve October 2018 Secretary Treasurer Report
B9. Approve December 11, 2018 Bills and Claims
B10. Approve November Title I Tutoring payments
B11. Approve October 31, 2018 Line Item Transfers

B12. Approve cancellation of listed General Fund checks
B13. Approve cancellation of listed Payroll Fund checks
B14. Approve a float for the Payroll Agency account
B15. Approve cancelling listed old payroll agency items
B16. Approve December 5, 2018 Hand Check Register

• Personnel Resolutions

P1. Approve Professional Development Workshops/Conferences
P2. Approve long-term substitute
P3. Approve maternity leave replacement teacher
P4. Approve listed substitute pending county approval
P5. Approve listed lunch aide
P6. Approve Door/Site Monitors for Facilities Use
P7. Approve Title I Tutor addition

12. OLD BUSINESS
School Construction/Referendum Discussions
Board Meeting Dates for New Year

13. NEW BUSINESS

14. ADJOURN TO CONFIDENTIAL SESSION (if necessary)

The next scheduled public meeting of the Board will be held on January 2, 2019 Grandview School Cafeteria.

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


RESOLUTIONS
December 11 2018

GENERAL RESOLUTIONS

G1. **RESOLVED** that the Board of Education approve the revisions to the 2018-2019 school calendar to reflect February 14, 2019 as a one-session day.

Moved: Seconded:

Yes: No:

G2. **RESOLVED** that the Board of Education approve submission of the revised 2018-2019 Comprehensive Maintenance Plan (M-1 Form).

Moved: Seconded:

Yes: No:

G3. **RESOLVED** that the Board of Education approve the payment to **Dr. Fadden** in the amount of $675.00 for a neurological assessment for **student #8005597.**

Moved: Seconded:

Yes: No:

G4. **RESOLVED** that the Board of Education approve payment to **Dr. Lanzkowsky (Child Development Center)** in the amount of $675.00 for a developmental pediatric assessment for **student #8005094.**

Moved: Seconded:

Yes: No:

G5. **RESOLVED** that the Board of Education approve the submission of the 2018-2019 New Jersey Single Accountability Continuum District Performance Review (DPR).

Moved: Seconded:

Yes: No:

G6. **RESOLVED** that the Board of Education approve the attached Health and Safety Evaluation of School Buildings Checklist Statement of Assurance for the 2018-2019 school year.

Moved: Seconded:

Yes: No:

G7. **RESOLVED** that the Board of Education approve the Agreement between the North Caldwell Board of Education and the North Caldwell Education Association Teachers' Unit effective July 1, 2018 through June 30, 2021.

Moved: Seconded:

Yes: No:

G8. **WHEREAS,** N.J.S.A. 18A:18B-1, et seq., enables boards of education to join with other boards of education in school board insurance trusts for the purpose of forming self-insurance pools;

WHEREAS, the New Jersey Schools Insurance Group (NJSIG) is a joint insurance fund authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members;

WHEREAS, the Board of Education of the North Caldwell District, herein after referred to as the "Educational Institution," has resolved to apply for and/renew its membership with NJSIG:

WHEREAS, the Educational Institutional certifies that it has not defaulted on a claim, and has not been cancelled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to NJSIG;

WHEREAS, the Educational Institution desires to secure protection, services, and savings related to insurance and self-insurance for itself and its departments and employees; and,

WHEREAS, the Educational Institution finds that the best and most efficient way of securing this protection and services is by cooperating with other boards of education in the State of New Jersey.

NOW THEREFORE BE IT RESOLVED, THAT

1. This agreement is made by and between NJSIG and the Educational Institution;

2. The Educational Institution joins with other boards of education in organizing and becoming members of NJSIG pursuant to N.J.S.A. 18A:18B-3(a), for a period of three (3) years, beginning on July 1, 2018 and ending July 1, 2021 at 12:01 a.m.;

3. In consideration of membership in NJSIG, the Educational Institution agrees that for those types of coverage in which it participates, the Educational Institution shall jointly and severally assume and discharge the liabilities of each and every member of NJSIG to such agreement arising from their participation in NJSIG. By execution hereof the full faith and credit of the Educational Institution is pledged to the punctual payment of any sums which shall become due to NJSIG in accordance with the bylaws thereof, the plan of risk management, this Agreement and any applicable statute or regulation;

4. The Educational Institution and NJSIG agree that NJSIG shall hold all monies paid by the Educational Institution to NJSIG as fiduciaries for the benefit of NJSIG claimants all in accordance with applicable statutes and/or regulations;

5. NJSIG shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A:18B-1, et seq. and such other statutes and regulations as may be applicable;

6. By adoption and signing of this resolution, the Educational Institution is hereby joining NJSIG in accordance with the terms of this Indemnity and Trust Agreement and Resolution to Join/Renew Membership, effective the date indicated below, for the types of insurance as indicated in the Insurance Binder issued by NJSIG;

7. The Educational Institution hereby ratifies and affirms the bylaws and other organizational and operational documents of NJSIG, and as from time to time amended by NJSIG and/or the State of New Jersey, Department of Banking and Insurance, in accordance with the application statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith;

8. The Educational Institution agrees to be a participating member of NJSIG for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said

membership, including, but not limited to the NJSIG's Plan of Risk Management;

9. The Educational Institution under its obligations as a member of NJSIG agrees to allow for safety inspections of its properties, to pay contributions in a timely fashion and to comply with the bylaws and standards of participation of NJSIG including the plan of risk management;

10. If NJSIG, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the Educational Institution agrees to reimburse NJSIG for all such reasonable expenses, fees and costs on demand;

11. The Business Administrator is hereby authorized in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq. to execute such contracts and documentation with NJSIG as is necessary to effectuate this resolution; and,

12. The Business Administrator is directed to send a certified copy of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership to NJSIG.

Moved: Seconded:

Yes: No:

BUSINESS RESOLUTIONS

B1. **RESOLVED** that the Board of Education approve the **Public and Confidential Minutes of October 23, 2018.**

Moved: Seconded:

Yes: No:

B2. **RESOLVED** that the Board of Education approve the **Public and Confidential Minutes of November 13, 2018.**

Moved: Seconded:

Yes: No:

B3. **RESOLVED** that the Board of Education approve the **November 26, 2018, Hand Check Register** in the amount of $25.00.

Moved: Seconded:

Yes: No:

B4. **RESOLVED** that the Board of Education approve the **November 15, 2018, payroll** in the amount of $344,789.42.

Moved: Seconded:

Yes: No:

B5. **RESOLVED** that the Board of Education approve the **November 28, 2018, Hand Check Register** in the amount of $73,184.00.

Moved: Seconded:

Yes: No:

B6. **RESOLVED** that the Board of Education approve the **November 30, 2018, payroll** in the amount of $316,985.87.

Moved: Seconded:

Yes: No:

B7. **RESOLVED** that the Board of Education approve the attached Board Secretary's and Treasurer's **Monthly Financial Reports** for October 2018.

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 October 2018, 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 October 2018, 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 **December 11, 2018, Bills and Claims** in the amount of $221,795.92.

Moved: Seconded:

Yes: No:

B10. RESOLVED that the Board of Education approve the attached Title I Tutoring payments for November 2018.

Moved: Seconded:

Yes: No:

B11. RESOLVED that the Board of Education approve the **October 31, 2018, transfers.**

North Caldwell Board of Education

LINE ITEM TRANSFERS

Date: October 31, 2018

To account #	Account Name	Amount	From account #	Account Name	Amount
11-000-217-320-060-00	OT/PT PURCH PROF SVC	12,000.00	11-000-291-270-000-01	Health Benefits	(12,000.00)
	Total Transfers	12,000.00		Total Transfers	(12,000.00)
					0.00

Moved: Seconded:

Yes: No:

B12. RESOLVED that the Board of Education approve cancellation of the below listed General Fund checks as recommended by the district's annual audit:

Account #	Check #		Check Amount
353840611	32880		$ 100.00
353840611	33228		$ 700.00
353840611	33738		$ 63.37
353840611	33956		$ 925.00
353840611	34015		$ 402.05
353840611	34065		$ 149.82
353840611	34097		$ 2,265.82
353840611	34561		$ 675.00
353840611	34608		$ 247.46
353840611	34638		$ 236.98
		Total	$ 5,765.50

Moved: Seconded:

Yes: No:

B13. RESOLVED that the Board of Education approve cancellation of the below listed Payroll Fund checks as recommended by the district's annual audit:

Account #	Check #		Check Amount
40466779	77320		$73.22
40466779	80613		$82.64
40466779	81665		$40.66
		Total	$196.52

Moved: Seconded:

Yes: No:

B14. RESOLVED that the Board of Education approve a float of $4,000.00 in the Payroll Agency account.

Moved: Seconded:

Yes: No:

B15. RESOLVED that the Board of Education approve cancelling, as of June 30, 2018, two (2) old payroll agency items in the amounts of $36,387.08 and $295.66.

Moved: Seconded:

Yes: No:

B16. RESOLVED that the Board of Education approve the **December 5, 2018, Hand Check Register** in the amount of $169,749.75.

Moved: Seconded:

Yes: No:

PERSONNEL RESOLUTIONS

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

Name	Date	Workshop	Cost	Travel
Adlon, I.	1/31-2/1	TECHSPO	$450.00	$329.98
Dillenkofer, N.	2/6/19	Applying Differentiated Inst	$135.00	
Halik, M.	1/31-2/1	TECHSPO	$450.00	$329.98
	2/14-2/16	NJASBO		
Linden, L.	1/8/19	NJECC Tech Conf	$125.00	
Ortiz, F.	1/30/19	NGSS: K-6 Science Inst	$259.00	
Schlacheter, M.	3/22/19	Working Hand in Hand	$115.00	$6.79
Stomski, M.	3/22/19	Working Hand in Hand	$115.00	$6.79
Vassallo, M.	1/18/19	NGSS: K-5 Science Inst	$150.00	
Zimmermann, C.	1/8/19	NJECC Tech Conf	$110.00	

Moved: Seconded:

Yes: No:

P2. **RESOLVED** that the Board of Education approve **Dawn Werr** as a long term substitute teacher at a rate of $200.00 per day effective January 7, 2019 to May 24 2019.

Moved: Seconded:

Yes: No:

P3. **RESOLVED** that the Board of Education approve **Melinda Wanklin-Frey** as maternity replacement teacher at a prorated salary of $46,895.00* BA Step 1, (*subject to contract negotiation) effective January 2, 2019 to June 21, 2019.

Moved: Seconded:

Yes: No:

P4. **RESOLVED** that the Board of Education approve **Sherilynn Jamison** as a substitute teacher for the 2018-2019 school year pending county approval.

Moved: Seconded:

Yes: No:

P5. **RESOLVED** that the Board of Education approve **Victoria Socci** as a lunch aide at a rate of $12.50 per hour effective December 17, 2018. approval.

Moved: Seconded:

Yes: No:

P6. **RESOLVED** that the Board of Education approve the following Door/Site Monitors for Facilities Use beginning January 2, 2019, at $74.00 per session (up to four hours) as needed:

Ian Adlon
Karen Cirillo
Maria Girardi
Cindy Householder
Sharon Pontrella
Elizabeth Shabazian

Moved: Seconded:

Yes: No:

P7. **RESOLVED** that the Board of Education approve the addition of Stefanie Wozniak, as of October 2018, as a Title I Tutor at a rate of $75.00 per hour.

Moved: Seconded:

Yes: No: