The Board of Education of the Borough of North Caldwell in the County of Essex, New Jersey, convened in executive session on December 13, 2018, in the Grandview School Cafeteria, Hamilton Drive East, North Caldwell, NJ, at 6:30 p.m.

Mr. Michael Halik, Business Administrator, indicated that in compliance with the Open Public Meetings Act, notice of this meeting had been properly advertised and the agenda had been posted at the appropriate locations.

Roll call by the Business Administrator:

Present: Mrs. Jann Skelton, President
Mrs. Mary Mokris, Vice President
Mr. Robert Projansky
Mrs. Mindy Opper
Mrs. Jordan Shumofsky

Absent: None

Also Present: Dr. Linda Freda, Superintendent
Mr. Michael Halik, Business Administrator / Board Secretary
Mr. Chris Checchetto, Principal
Mr. Michael Stefanelli, Principal
Mr. Thomas Falco, Director of Buildings and Grounds

BOARD PRESIDENT'S REPORT

Mrs. Skelton thanked the Board for electing her President.

SUPERINTENDENT'S REPORT

Dr. Freda thanked Mrs. Skelton for all her hard work and support and for being able to keep things in focus.

Dr. Freda also wished everyone Happy Holidays.

PUBLIC RECOGNITION

None

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: Mr. Projansky Seconded: Mrs. Opper

Yes: 5 No: 0

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

Moved: Mr. Projansky Seconded: Mrs. Opper

Yes: 5 No: 0

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: Mr. Projansky Seconded: Mrs. Opper

Yes: 5 No: 0

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: Mr. Projansky Seconded: Mrs. Opper

Yes: 5 No: 0

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

Moved: Mr. Projansky Seconded: Mrs. Opper

Yes: 5 No: 0

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: Mr. Projansky Seconded: Mrs. Opper

Yes: 5 No: 0

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:	Mr. Projansky	Seconded:	Mrs. Opper
Yes:	5	No:	0

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:	Mr. Projansky	Seconded:	Mrs. Opper
Yes:	5	No:	0

BUSINESS RESOLUTIONS

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

Moved:	Mrs. Opper	Seconded:	Mrs. Mokris
Yes:	3	No:	0
		Abstain:	Mrs. Mokris Mrs. Shumofsky

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

Moved:	Mrs. Opper	Seconded:	Mrs. Mokris
Yes:	3	No:	0

Abstain: Mr. Projansky
Mrs. Skelton

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

Moved: Mrs. Opper Seconded: Mrs. Mokris

Yes: 5 No: 0

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

Moved: Mrs. Opper Seconded: Mrs. Mokris

Yes: 5 No: 0

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

Moved: Mrs. Opper Seconded: Mrs. Mokris

Yes: 5 No: 0

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

Moved: Mrs. Opper Seconded: Mrs. Mokris

Yes: 5 No: 0

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

Moved: Mrs. Opper Seconded: Mrs. Mokris

Yes: 5 No: 0

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: Mrs. Opper Seconded: Mrs. Mokris

Yes: 5 No: 0

B9. **RESOLVED** that the Board of Education approve the **December 11, 2018, Bills and Claims** in the amount of $221,795.92.

Moved: Mrs. Opper Seconded: Mrs. Mokris

Yes: 5 No: 0

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

Moved: Mrs. Opper Seconded: Mrs. Mokris

Yes: 5 No: 0

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: Mrs. Opper Seconded: Mrs. Mokris

Yes: 5 No: 0

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: Mrs. Opper Seconded: Mrs. Mokris

Yes: 5 No: 0

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: Mrs. Opper Seconded: Mrs. Mokris

Yes: 5 No: 0

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

Moved: Mrs. Opper Seconded: Mrs. Mokris

Yes: 5 No: 0

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: Mrs. Opper Seconded: Mrs. Mokris

Yes: 5 No: 0

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

Moved: Mrs. Opper Seconded: Mrs. Mokris

Yes: 5 No: 0

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: Mr. Projansky Seconded: Mrs. Opper

Yes: 5 No: 0

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: Mr. Projansky Seconded: Mrs. Opper

Yes: 5 No: 0

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: Mr. Projansky Seconded: Mrs. Opper

Yes: 5 No: 0

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

Moved: Mr. Projansky Seconded: Mrs. Opper

Yes: 5 No: 0

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: Mr. Projansky Seconded: Mrs. Opper

Yes: 5 No: 0

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: Mr. Projansky Seconded: Mrs. Opper

Yes: 5 No: 0

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:	Mr. Projansky	Seconded:	Mrs. Opper
Yes:	5	No:	0

OLD BUSINESS

The Board discussed arranging new Board meeting dates for 2018-2019.

Board Members met with Town Council Members to discuss the Green Brook Country Club property issues. The fair share housing hearing will be held on January 25, 2019. The owners want to revitalize the property; however, if developed, they are talking about 100 acres to be parceled out as follows: 160 units restricted to 55 and older, 89-99 units will be marketed as one to three (3) bedroom town houses, fifty units affordable housing, half for seniors and half for families. There is also a plan for a maximum of 130 bed assisted living with 10% of beds designated affordable housing. There will also be 12 to 15 acres of buildable land given to the Borough. There will be no construction until February 1, 2021. The worst case scenario would be 125 units with families.

NEW BUSINESS

The Board gave a presentation dedicated to Mrs. Skelton and approved the following resolution.

RESOLUTION OF THE NORTH CALDWELL BOARD OF EDUCATION

Whereas, Jann Skelton was a member of the Board of Education of North Caldwell for six years from 2013 through 2018; and

Whereas, through her years of hard work and dedication Jann Skelton has made extraordinary contributions to the North Caldwell school system; and

Whereas, through her passion for our schools, Jann served as a liaison to the North Caldwell Partnership for Education, lending her efforts and experience wherever needed; and

Whereas, during her term as Board President, and through her entire tenure, Jann demonstrated commendable leadership and impressive drive to elevate the performance of this Board of Education in all areas of its responsibility; and

Whereas, during her five years of Chairpersonship of the Community Relations Committee, Jann led efforts and worked diligently to improve the communication and relationship with parents, the

North Caldwell Community, and the press, resulting in greater transparency and improvement in all aspects of our relationship with the same; and

Whereas, during her four years on the Finance Committee, Jann helped to ensure that district financial practices were sound, and provided for long term stability and future needs; and

Whereas, during her three years on the Curriculum Committee, Jann oversaw the development of curriculum in a dynamic environment to ensure that resources needed for learning were available and being used effectively; and

Whereas, during her five years on the Policy Committee, Jann facilitated the adoption of sensible and legally compliant Board policies; and

Whereas, the North Caldwell school system, the children of North Caldwell and the entire community have benefited significantly from Jann's outstanding leadership and contributions to the Board of Education; and

Now Therefore Be It Resolved that this Board of Education and the community express its gratitude to Jann Skelton for six years of unselfish service to the schools and children of North Caldwell.

Mr. Projansky spoke about Jann's time on the Board and how amazing a Board member she has been. She was a transformative force whose communication skills are outstanding.

Mrs. Skelton spoke kindly about the District and everything that had been done for her and her family. She spoke highly of Dr. Freda, Mr. Halik as well as the principals and director of buildings and grounds.

The following resolution was called at approximately 7:03 p.m.

> **RESOLVED** that in accordance with section 8 of the Open Public Meetings Act, Chapter 231, Public Law 1975, the Board has the authority to adjourn to closed session to discuss matters pertaining to: a legal matter. Said matters will be made public upon their disposition.

Moved:	Mrs. Opper	Seconded:	Mrs. Skelton
Yes:	5	No:	0

As there was no further business to discuss, the Board adjourned at 7:40 p.m.

Respectfully Submitted,

Michael Halik
Business Administrator / Board Secretary