

CRESSKILL BOARD OF EDUCATION

Reorganization and Regular Meeting, January 4, 2021

Due to public health considerations, this regularly scheduled Board of Education meeting will be held via a Zoom video, 7:00 PM

CALL TO ORDER: Pledge of Allegiance

ROLL CALL

- Trustee Sally Cummings
- Trustee Amy Cusick
- Trustee Michael DePalo
- Trustee Eugene Gorfin
- Trustee Dionna Griffin
- Trustee Mary Klein
- Trustee Stephen Moldt
- Trustee Raffi Odabashian
- Trustee Denise Villani

Michael Burke, Superintendent of Schools
Dawn Delasandro, Business Administrator/Board Secretary

READING OF THE OPEN PUBLIC MEETING STATEMENT:

“The New Jersey Open Public meetings Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of the act, The Cresskill Board of Education has caused notice of this meeting taking place via Zoom video be published by having date, time and place thereof posted in the Cresskill Board of Education office, sent to the Cresskill Library and Cresskill Borough Hall.”

ANNUAL SCHOOL ELECTION RESULTS

Votes tallied for three Three-Year Terms:

Name	Number of Votes
Amy Cusick	2,354
Denise Villani	2,219
Mary Klein	2,141

OATH OF OFFICE FOR NEW BOARD MEMBERS

The oath of office to be administered by Dawn Delasandro, Business Administrator/Board Secretary to Amy Cusick, Denise Villani and Mary Klein.

NOMINATIONS FOR THE OFFICE OF PRESIDENT

Business Administrator/Board Secretary Dawn Delasandro shall ask for nominations for the Office of President.

Motioned by _____ and seconded by _____ to nominate _____ for the Office of President.

Other nominations, Motioned by _____ and seconded by _____ to nominate _____ for the Office of President.

Motioned by _____ and seconded by _____ to close nominations for President.

ROLL CALL VOTE:

YES NO ABSTAIN ABSENT

Trustee Cummings				
Trustee Cusick				
Trustee DePalo				
Trustee Gorfin				
Trustee Griffin				
Trustee Klein				

Trustee Moldt				
Trustee Odabashian				
Trustee Villani				

Ms. Dawn Delasandro relinquishes the chair to the newly elected President.

NOMINATIONS FOR THE OFFICE OF VICE PRESIDENT

Motioned by _____ and seconded by _____
to nominate _____ For Office of Vice President.

Other nominations, Motioned by _____ and seconded by _____ to
nominate _____ for Office of Vice President.

Motioned by _____ and seconded by _____ to
close nominations for Vice-President.

ROLL CALL VOTE:

YES NO ABSTAIN ABSENT

Trustee Cummings				
Trustee Cusick				
Trustee DePalo				
Trustee Gorfin				
Trustee Griffin				

Trustee Klein				
Trustee Moldt				
Trustee Odabashian				
Trustee Villani				

ESTABLISH/APPOINTMENTS OF DELEGATES

1. New Jersey School Board Association

Delegate: _____

Alternate: _____

ROLL CALL VOTE:

YES NO ABSTAIN ABSENT

Trustee Cummings				
Trustee Cusick				
Trustee DePalo				
Trustee Gorfin				
Trustee Griffin				
Trustee Klein				
Trustee Moldt				
Trustee Odabashian				

Trustee Villani				
-----------------	--	--	--	--

Motion by:

Seconded by:

1. SCHOOL BOARD MEMBER CODE OF ETHICS

RESOLVED, that the Board has received and discussed, individually and as a group, the Code of Ethics for School Board Members. Each Board of Education member acknowledges receipt of the Code of Ethics for School Board members and has become familiar with the Code of Ethics. The policies and procedures regarding training of district Board of Education members have been adopted.

THEREFORE BE IT RESOLVED, that the Board, individually and as a group, reaffirm and adopt the School Board Member Code of Ethics contained in Board of Education Policy 0142.

142.1 NJSBA CODE OF ETHICS

The members of the Board of Education recognize that they hold authority not as individuals but as members of the Board. In order to make a clear public statement of its philosophy of service to the pupils of the district, the Board adopts as its own the School Board Member Code of Ethics promulgated by the New Jersey School Boards Association May 10, 1975 and reproduced below.

- a. I will uphold and enforce all laws, State Board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
- b. 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.
- c. I will confine my Board action to policy making, 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.
- d. 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.
- e. 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.

- f. 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.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But 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.
- h. I will vote to appoint the best-qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution. N.J.S.A. 18A:11-1

ROLL CALL VOTE

YES NO ABSTAIN ABSENT

Trustee Cummings				
Trustee Cusick				
Trustee DePalo				
Trustee Gorfin				
Trustee Griffin				
Trustee Klein				
Trustee Moldt				
Trustee Odabashian				
Trustee Villani				

Motion by:

Seconded by:

2. BYLAWS AND POLICES

RESOLVED, that the Cresskill Board of Education, upon the recommendation of the Superintendent adopt the existing Board of Education Bylaws and Policies which are embodied in the district's Policy Manual.

3. PARLIAMENTARY PROCEDURE

RESOLVED, that the Cresskill Board of Education, upon the recommendation of the Superintendent agree to govern Board of Education meetings by Parliamentary Procedure of Robert's Rules of Order.

4. TEXT BOOKS

RESOLVED, that the Cresskill Board of Education, upon the recommendation of the Superintendent approve current text books.

5. LEGAL NEWSPAPER

RESOLVED, that for the purpose of legal advertisements and meetings notices by the Cresskill Board of Education, the "official newspapers" (N.J.S.A. 18A-2(w)) shall be The Record and/or the Suburbanite and/or The Star Ledger, all circulating in Cresskill on a weekly basis.

6. BOARD SECRETARY

RESOLVED, that Dawn Delasandro, Business Administrator, be appointed Secretary of the Cresskill Board of Education.

7. BOARD SECRETARY PRO TEM

RESOLVED, that the Board of Education, appoint the Superintendent, to act as Board Secretary Pro Tem in the absence of the Board Secretary.

8. APPOINT CUSTODIAN OF RECORDS

RESOLVED, that the Board of Education appoint Dawn Delasandro, Board Secretary/School Business Administrator, as the Custodian of Government Records, (other than student and personnel), as per the New Jersey Open Public Records Act, N.J.S.A. 47A:1A-1.

9. CHEMICAL HYGIENE PLAN

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approve the Chemical Hygiene Plan.

10. SAFETY, SECURITY AND EMERGENCY MANAGEMENT PLAN

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approve the Safety, Security and Emergency Management Plan.

11. ANNUAL SCHEDULE OF PUBLIC MEETINGS

RESOLVED, that the Board of Education approve the Annual Schedule of Public Meetings and that the Board Secretary post the following notice as required in Chapter 231, Laws of 1975, and make copies available to all interested persons.

SCHEDULE OF REGULAR PUBLIC MEETING DATES
CRESSKILL BOARD OF EDUCATION
2021

The Board meets twice a month unless otherwise indicated. Meetings are open to the public. Your Board encourages your attendance and participation in all meetings. Please feel free to express your comments, questions and concerns. During all board meetings, opportunities are provided for public comment.

"Regular Monthly Meetings of the Board of Education shall in general be held the second and fourth Monday of each month unless otherwise noted. They shall be held in the Gymnasium of Merritt Memorial School at **7:00 p.m.**

Change of the date of a Regular Meeting will be announced and posted in advance in accordance with the Open Public Meetings Act.

REGULAR BI-MONTHLY MEETINGS
MMS Gymnasium, 7:00 p.m.
January 4, 2021** Reorganization and Regular Meeting Due to public health considerations, this regularly scheduled Board of Education meeting will be held via a Zoom video, 7:00 PM
January 25, 2021

CBOE January 4, 2021 Reorganization & Regular Meeting

February 8, 2021
February 22, 2021
March 8, 2021
March 22, 2021
April 12, 2021
April 26, 2021
May 10, 2021
May 24, 2021
June 14, 2021
June 28, 2021
July 26, 2021
August 23, 2021
September 13, 2021
September 27, 2021
October 11, 2021
October 25, 2021
November 8, 2021
November 22, 2021

December 13, 2021
January 3, 2022** Reorganization and Regular Meeting

(** Indicates exception to the second or fourth Monday meeting date practice)

12. APPROVE TAX SHELTER COMPANIES AND BROKERS

RESOLVED, that the Cresskill Board of Education approve the following tax shelter companies and brokers.

ASPire Financial Services/MG Trust Company

AXA Equitable

ABMM Financial/Security Benefit

Duncan Financial/Mass Mutual

Legend Group

Lincoln Investment, LLC

13. APPROVAL OF PARTICIPATION IN REGION V

RESOLVED, that the Board of Education, continue as a full member for services provided by the Bergen County Region V Council for Special Education; does hereby accept, adopt and agree to comply with the Region V Bylaws; designates Michael Burke, Superintendent, as its representative to Region V; and empowers him to cast all votes and take all other actions necessary to represent its interests in Region V. The Board further approves the joint transportation agreements for all Cresskill students who are transported through Region V and approves Shared Services including but not limited to evaluations, therapies, non-public school services and other services as requested to be provided by Region V consultants on an as needed basis.

14. APPROVAL OF PARTICIPATION IN COOPERATIVE PRICING SYSTEMS

RESOLVED, that the Board of Education approve the district's continued participation in the Educational Data Cooperative Pricing System, Bergen County Cooperative Pricing System, Hunterdon County Educational Services Commission Cooperative Pricing System, Keystone Purchasing Network Program, NASPO Value Point, PEPPM Co-op Purchasing, and the Educational Services Commission

of NJ (formerly MRESC) Cooperative Pricing System. This is a zero cost (to the school district) authorization that permits access to various purchasing networks.

15. APPROVE DEPOSITORIES

RESOLVED, that Capital One Bank, TD Bank, and M & T Bank be designated as depositories of the Board of Education and that funds of this Board and/or individual Cresskill Township Public Schools, deposited in said banks, be subject to withdrawal upon checks, notes, drafts, bills of exchange, acceptances, undertakings or other orders for the payment of monies may be permitted by law, and when signed on behalf of this Board of Education by the following persons who are, or hereafter may be elected, appointed or employed by action of this Board. Withdrawals shall include authorization for the School Business Administrator/Board Secretary to wire transfer Board funds between the depositories designated herein only, and those transfers shall be confirmed in writing.

Capital One Bank is hereby authorized to pay any such orders and also to receive the same for credit of or in payment from the payee or any other holder without inquiry as to the circumstances of issue or disposition of the proceeds.

The foregoing powers and authority will continue until written notice of revocation has been delivered to Capital One Bank.

The signature of the Superintendent, Business Administrator/Board Secretary and the President of the Board of Education shall be facsimile signatures affixed directly on withdrawal instrument; they shall jointly or individually be authorized to sign as hereinafter indicated for the General Account, Payroll Account, and Food Service Account. Persons authorized to sign checks are listed below as per each specific bank account.

The accounts authorized in each of the designated depositories appear below. Accounts may be opened or closed as approved by the Board of Education and upon written notification to the depository of the Board's action.

Account Name	Account #	Financial Institution	Required Signatures on each Account for Withdrawals
General Account	XXXX5307	Capital One Bank	Superintendent and Board Secretary and Board President
Capital Reserve	XXXX7547	Capital One Bank	Superintendent and Board Secretary and Board President

CBOE January 4, 2021 Reorganization & Regular Meeting

Capital Project Fund	XXXX6023	Capital One Bank	Superintendent and Board Secretary and Board President
Payroll Account	XXXX5374	Capital One Bank	Superintendent And Board Secretary
Payroll Deduction	XXXX5315	Capital One Bank	Superintendent and Board Secretary and Board President
Merritt Memorial Student Activity Fund	XXXX5382	Capital One Bank	Board Secretary and Board President and Principal of MMS
Bryan Student Activity Fund	XXXX5390	Capital One Bank	Board Secretary and Board President and Principal of EHB
Unemployment Compensation	XXXX5323	Capital One Bank	Superintendent and Board Secretary and Board President
Scholarship Fund	XXXX5331	Capital One Bank	Superintendent and Board Secretary and Board President
Section 125 Account	XXXX5358	Capital One Bank	Superintendent and Board Secretary and Board President
Food Service Account	XXXX5366	Capital One Bank	Superintendent and Board Secretary and Board President

Cresskill Middle School - High School Student Activity Fund	XXXX5404	Capital One Bank	Board Secretary and Board President, and/or CMS-CHS Asst. Principal and/or CMS-CHS Principal
Summer Savings	XXXX3817	Capital One Bank	Superintendent and Board Secretary and Board President
Scholarship Savings Account Elizabeth Gallivan Rosa Scholarship	XXXX9276	TD Bank	Superintendent and Board Secretary and Board President
Scholarship 12 Month CD Class of 1965	XXXX4140	TD Bank	Superintendent and Board Secretary and Board President
Scholarship Savings Account Robert Meegan Scholarship Fund	XXXX4102	M & T Bank	Superintendent and Board Secretary and Board President

16. AUTHORIZE INVESTMENTS

RESOLVED, that, when cash flow permits, the School Business Administrator/Board Secretary be authorized to invest Board funds in United States Government Bills, and other such investments as may be permitted by law, and that the following Agreements with Board depositories be approved.

Verbal arrangements for investments of Board funds may be made by the School Business Administrator/Board Secretary. All such arrangements shall be confirmed in writing to the designated depository, over the manual signature of the School Business Administrator/Board Secretary.

“Investment of idle funds in individual schools, department or activity accounts may be made by persons designated to sign for withdrawals from the accounts, provided these persons receive prior approval from the School Business Administrator/Board Secretary and aid investments are legally authorized for investment of Board funds, and that the School Business Administrator/Board Secretary be hereby authorized to execute this Agreement on behalf of the Board.

FURTHERMORE, BE IT RESOLVED, that the Business Administrator be and hereby is authorized to invest available funds of the Cresskill School District in securities of the United States Government and its agencies, bank certificates of deposit or a regular savings account at the highest interest rates available for the period not to exceed ninety days without the prior express authorization of this Board, provided however, that said Business Administrator shall, prior to making any such investment, secure informal proposal from at least three banks or trust companies having their places of business in the State and organized under the laws of the United States or of this State and for State of New Jersey Cash Management Fund, and provided further, that the said Business Administrator shall forthwith report the investment of said funds to the Board for its ratification at its next succeeding regular meeting.

17. APPROVE THE PURCHASING OF SUPPLIES, EQUIPMENT AND SERVICES UNDER STATE CONTRACT

WHEREAS Title 18A.18A-10 provides that “A board of education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property; and

WHEREAS the Cresskill Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts; and

WHEREAS the Cresskill Board of Education desires to authorize its purchasing agent to make any and all purchases necessary to meet the needs of the school district throughout the school year;

NOW, THEREFORE, BE IT RESOLVED, that the Cresskill Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchases and Property utilizing various vendors and any other approved state contract vendor.

18. APPROVAL OF CHART OF ACCOUNTS

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent approve the Uniform Minimum Chart of Accounts in accordance with the N.J.A.C. 6A:23-2.1.

19. APPROVE MAXIMUM DISTRICT TRAVEL EXPENDITURE

TRAVEL AND RELATED EXPENSE REIMBURSEMENT

WHEREAS, the Cresskill Board of Education recognizes school staff and board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A: 23A-7.1 et seq. requires board members to receive approval of these expenses by a majority of the full voting membership of the board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

CBOE January 4, 2021 Reorganization & Regular Meeting

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30) subject to applicable collective bargaining contracts; and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A: 23A-7.1 et seq., but deemed by the Board of Education to be necessary and unavoidable;

NOW THEREFORE, BE IT RESOLVED, the Cresskill Board of Education approves all travel not in compliance with N.J.A.C. 6A: 23A-7.1 et seq. as being necessary and unavoidable; and

BE IT FURTHER RESOLVED, the Cresskill Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A: 23A-7.6, to a maximum expenditure of **\$80,000 for 2020/2021** for all staff and board members.

20. APPROVE THE STANDARD OPERATING PROCEDURES MANUAL

RESOLVED, that the Cresskill Board of Education, upon the recommendation of the Superintendent approve the Standard Operating Procedure Manual.

The above resolutions 1 - 20 are:

Motion by:

Seconded by:

ROLL CALL VOTE

YES

NO

ABSTAIN

ABSENT

	YES	NO	ABSTAIN	ABSENT
Trustee Cummings				
Trustee Cusick				
Trustee DePalo				
Trustee Gorfin				
Trustee Griffin				
Trustee Klein				

Trustee Moldt				
Trustee Odabashian				
Trustee Villani				

INFORMATION ITEMS

January 18 - Martin Luther King Day, Staff Only, Professional Development Day
February 15 & 16 - President's Day recess, School closed

CONSENT AGENDA

A. Motion to Introduce Consent Agenda

Motion by: _____ **Seconded by:** _____

Personnel: 1 THROUGH 5
 Educational Planning: 1 THROUGH 1
 Finance: 1 THROUGH 1

- B. Discussion - any item on Consent Agenda - Board of Education Only
- C. Open floor to public comment on Consent Agenda only
 Citizens may address the Board of Education on any item listed on the agenda. Citizens will give their name and address when recognized to speak. A time limit of three minutes per person and a total of 30 minutes for all communications are allowed. Large groups are urged to select someone to represent them.
- D. Close public participation
- E. ROLL CALL VOTE - CONSENT AGENDA

ROLL CALL VOTE

	YES	NO	ABSTAIN	ABSENT
Trustee Cummings				
Trustee Cusick				
Trustee DePalo				

Trustee Gorfin				
Trustee Griffin				
Trustee Klein				
Trustee Moldt				
Trustee Odabashian				
Trustee Villani				

BOARD PRESIDENT'S REPORT

SUPERINTENDENT'S REPORT

PUBLIC COMMENT - ANY SUBJECT:

Citizens may address the Board of Education on any item not listed on the agenda. Citizens will give their names and addresses when recognized to speak. A time limit of three minutes per person and a total of 30 minutes for all communications are allowed. Large groups are urged to select someone to represent them.

TRUSTEE COMMENT

MOTION TO ADJOURN:

Hearing no further business, the meeting is adjourned at _____ PM on the motion of Trustee _____, seconded by Trustee _____.

CLOSED SESSION (IF NECESSARY)

The Cresskill Board of Education is adjourning to Closed Session. The session may include a discussion of negotiations, contractual matters, litigation and personnel. Pursuant to the Open Public Meetings Act, the Cresskill Board of Education is required to notify the public when the minutes of the closed session will be available. When the need for confidentiality no longer exists, the minutes will be available to the public.

CRESSKILL BOARD OF EDUCATION
CRESSKILL, NEW JERSEY

CONSENT AGENDA

Regular Meeting
January 4, 2021

PERSONNEL

1. Approval - Retirement of David Johnson, Night Custodian, CMS/CHS, effective 07/01/2021
2. Approval - Student teacher placement of Esther Canela, CMS with Megan Bliss, 01/04/2021 - 03/05/2021 and EHB with Dafni Nikas, 03/08/2021 - 05/07/2021
3. Approval - Appointment of Kacey Terzini, Interim Elementary Assistant Principal, EHB, \$2,000, effective 01/11/2021 - 04/01/2021
4. Approval - Medical leave of Debra Warszniter, Elementary teacher, EHB, to teach remotely effective 01/11/2021, in accordance with her doctor's note
5. Approval - Appointment of Ariane DiMarco, medical leave replacement teacher for Debra Warszniter, Elementary teacher, EHB, \$264.73 per diem, pending criminal history clearance and pre-employment verification, effective 01/19/2021 through duration of the medical leave

EDUCATIONAL PLANNING

1. Approval - Speech/Language service, Elizabeth Harriman, 12/22/2020, \$450

FINANCE

1. Approval - Payment Request #5 Final from Salazar & Associates, \$31,120.65

PERSONNEL:

1. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, accept the retirement of **David Johnson**, Night Custodian, Cresskill Middle/High School, effective July 1, 2021.
2. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the student teacher placement of **Esther Canela**, Cresskill Middle School with Megan Bliss, January 4, 2021 through March 5, 2021 and Edward H. Bryan School with Dafni Nikas, March 8, 2021 through May 7, 2021.
3. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the appointment of **Kacey Terzini**, Interim Elementary Assistant Principal, Edward H. Bryan School, \$2,000, effective January 11, 2021 through April 1, 2021.
4. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the medical leave of **Debra Warszniter**, Elementary teacher, Edward H. Bryan School, to teach remotely effective January 11, 2021, in accordance with her doctor's note.
5. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the appointment of **Ariane DiMarco**, medical leave replacement teacher for Debra Warszniter, Elementary teacher, Edward H. Bryan School, pending criminal history and pre-employment verification, \$264.73 per diem, effective January 19, 2021 through duration of the medical leave.

EDUCATIONAL PLANNING:

1. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the service for student **#829131631**, speech/language service, Elizabeth Harriman, 1 visit, \$450, on December 22, 2020.

FINANCE:

1. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent and district architect, DiCara Rubino Architects, approve **Payment of Request #5 Final** from **Salazar & Associates** in the amount of **\$31,120.65** for work completed to date on Project 3680-Change in Use for OT/PT and SGI at Edward H. Bryan School.