

CRESSKILL BOARD OF EDUCATION
Regular Meeting, June 24, 2019
Cresskill Middle/High Media Center, 7:00 PM

CALL TO ORDER

The regular Meeting of the Cresskill Board of Education was held on Monday, June 24, 2019 in the Cresskill Middle School – High School Media Center. The meeting was called to order by Denise Villani at 7:00pm.

Pledge of Allegiance

ROLL CALL

PRESENT: Trustee Sally Cummings
Trustee Amy Cusick
Trustee Dionna Griffin
Trustee Mary Klein
Vice President Stephen Moldt
President Denise Villani

ABSENT: Trustee Michael DePalo
Trustee Eugene Gorfin
Trustee Raffi Odabashian

ALSO PRESENT: 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 provisions of the act, The Cresskill Board of Education has caused notice of this meeting taking place in the Cresskill Middle/High School Media Center 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.”

INFORMATION ITEMS

July 15 – CBOE Regular Meeting, CMS/CHS Media Center, 7:00 PM
August 26 – CBOE Regular Meeting, CMS/CHS Media Center, 7:00 PM

CONSENT AGENDA

A. Motion to Introduce Consent Agenda

On a motion by Mary Klein, seconded by Dionna Griffin and carried, the Board approved the Consent Agenda.

Personnel: 1 THROUGH 19
 Educational Planning: 1 THROUGH 6
 Finance: 1 THROUGH 15
 Policy: N/A

B. Discussion – any item on Consent Agenda – Board of Education Only

Trustee Klein asked about the new Guidance Secretary.
 Mr. Michael Burke reviewed the resume.
 Trustee Cusick questioned if the CEA guide steps are uniform across school districts.
 Mr. Burke replied that Cresskill’s guide steps are competitive; other districts are much higher at the top.
 Trustee Cummings asked about the contract status.
 Mrs. Denise Villani replied that it was not ready yet.
 Trustee Klein asked about the resignation of coaches.
 Mr. Burke replied that Mr. Preciado had a new child.

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.
 There was no public comment.

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	✓			
Vice President Moldt	✓			
Trustee Odabashian				✓
President Villani	✓			

BOARD PRESIDENT'S REPORT

President Villani stated that she attended the Middle School and High School graduations which showcased the district. She stated that she strongly encourages attendance at these types of events from all Board Members. She is satisfied with the progress of negotiations. She is happy to see the contract for the track.

SUPERINTENDENT'S REPORT

Mr. Michael Burke has been speaking with the staff regarding the facility upgrades. Mr. Burke stated that the district is upgrading the kitchen of the CSI house. He thanked the mayor and council for painting the inside and outside of the house. Mr. Burke discussed other facility projects, including solar panels, security and PA systems. He also discussed lock down kits and the need for toilet/stop bleed kits. Mr. Burke stated that the end of year ceremonies were fantastic. Summer is a busy time at the school. Mr. Burke stated that Anthony DeMarco offered to come to a Board meeting to discuss sports events.

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.

There was no comment.

TRUSTEE COMMENT

Mrs. Denise Villani stated that the theme of the half time show is Billy Joel/Elton John. August 29th is the Friends and Family show.

Mrs. Amy Cusick commented on the school supply list, noting that the elementary schools receive the list early but the middle school/high school receives their list on the first day of school.

Mr. Michael Burke replied that they will get it earlier.

The board discussed Option 2 and our Chromebook plan.

CLOSED SESSION

A motion to enter into Closed Session to discuss a HIB report was made by Trustee Klein, seconded by Trustee Cummings at 7:54 p.m.

ROLL CALL VOTE

	YES	NO	ABSTAIN	ABSENT
Trustee Cummings	✓			
Trustee Cusick	✓			
Trustee DePalo				✓
Trustee Gorfin				✓
Trustee Griffin	✓			
Trustee Klein	✓			
Vice President Moldt	✓			
Trustee Odabashian				✓
President Villani	✓			

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 this closed session will be available. When the need for confidentiality no longer exists, the minutes will be available to the public.

A motion to end Closed Session and resume a Public Session was made by Trustee Klein, seconded by Trustee Cummings at 7:59 p.m.

MOTION TO ADJOURN:

Hearing no further business, the meeting is adjourned at 7:59 PM on motion of Trustee Mary Klein, seconded by Trustee Sally Cummings.

ROLL CALL VOTE

	YES	NO	ABSTAIN	ABSENT
Trustee Cummings	✓			
Trustee Cusick	✓			
Trustee DePalo				✓
Trustee Gorfin				✓
Trustee Griffin	✓			
Trustee Klein	✓			
Vice President Moldt	✓			
Trustee Odabashian				✓
President Villani	✓			

Respectfully submitted,

Dawn Delasandro
Business Administrator/Board Secretary

CRESSKILL BOARD OF EDUCATION
CRESSKILL, NEW JERSEY

CONSENT AGENDA
REGULAR MEETING
June 24, 2019

PERSONNEL

1. Approval - Appointment of Terence McCabe, Summer Custodian, CMS/CHS, \$11.00/hr, effective June 14, 2019
2. Approval - Appointment of Wellington Ventura, Summer Custodian, CMS/CHS, \$10.00/hr, effective June 25, 2019
3. Approval – Appointment of Tiron Duraku, Summer Custodian, CMS/CHS, \$10.00/hr, effective July 1, 2019
4. Approval - Resignation of Ellen Seavers, Assistant Varsity Softball Coach, effective June 12, 2019
5. Approval - Resignation of Adam Preciado, Head Golf Coach, effective June 12, 2019
6. Approval - Internship of Joy Simha, Social worker student with Kristen Sellix, for the 2019-2020 school year
7. Approval - Appointment of Lynda Nienstedt, Guidance Secretary, Cat II, Step 6, \$40,100 plus Registration Officer, \$5,000, effective June 28, 2019
8. Approval - Appointment of Joseph Sussman, Special Education/History teacher, CMS/CHS, MA +30, Step 7, \$74,240, effective September 1, 2019
9. Approval - Appointment of Jessica Lebovitz, Occupational Therapist (.6 position), District, MA, Step 4, \$38,889, effective September 1, 2019
10. Approval - Appointment of Volunteer coaches for 2019-2020
11. Approval - Appointment of Rena Tracy, maternity leave replacement teacher for Kelly Capp, elementary teacher at MMS, \$263/diem, effective September 3, 2019 - November 27, 2019
12. Approval - Approval of maternity leave for Indira Longarzo, Speech & Language Therapist, District, effective October 5, 2019 through February 19, 2020
13. Approval - Compensation for sound/lighting services on June 9, 2019 for John Von Glahn, John McCaffrey, Erich, Roberts, Audrey Cho and Salvatore Pellicone
14. Approval - Compensation for Anthony DeMarco, Athletic Trainer, CHS, \$1,585 for 2019 summer work
15. Approval - Authorize the Superintendent to offer a contract of employment in July 2019 and August 2019
16. Approval - Reappointment of Lunch Aides for 2019-2020
17. Approval - Reappointment of District Paraprofessional Staff for 2019-2020
18. Approval - Reappointment of Non-Certificated and Central Office Staff for 2019-2020
19. Approval - Appointment of Summer Staff for extended year program for July 1, 2019 - August 2, 2019

EDUCATIONAL PLANNING

1. Approval - Workshops/Conferences/Travel
2. Approval - Achievement of three (3) Merit Goals for the Superintendent for 2018-2019
3. Approval - Submission of lead Testing Statement of Assurance for 2018-2019
4. Approval - Change in Board of Education meeting date from July 22, 2019 to July 15, 2019
5. Approval - Affirms interventions implemented for the reported incidents for 2018-2019
6. Approval - School District and School HIB Grades for 2017/2018 school year

FINANCE

1. Approval - Bills for May 2019
2. Approval - Board Secretary's Report for May 2019
3. Approval - Monthly Reconciliation for May 2019
4. Approval - Transfer Report for May 2019
5. Approval - Payment of bills for July 2019
6. Approval - Pomptonian Food Service Management Company for 2019-2020 school year
7. Approval - Cafeteria price list for the 2019-2020 school year
8. Approval - Donation from the Korean Parent Association, \$1,000
9. Approval - Accept and approve 2019-2020 grant allocation for the ESEA Grant
10. Approval - Transfer of current year surplus to capital reserve
11. Approval - Accept grant allocation for IDEA grant and approve submission
12. Approval - Approve Athletic and Co-curricular stipend guides for 2019-2022
13. Approval - Amend LRFP to replace track surface at Cresskill Middle/High School
14. Approval - Withdrawal of funds from Capital Reserve account
15. Approval - Award contract for track resurfacing to ATC Corp. Inc.

PERSONNEL:

1. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve the appointment of **Terence McCabe**, Summer Custodian, Cresskill Middle/High School, 8 hours/day, \$11.00/hour, effective June 14, 2019 through August 30, 2019.
2. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve the appointment of **Wellington Ventura**, Summer Custodian, Cresskill Middle/High School, 8 hours/day, \$10.00/hour, effective June 25, 2019 through August 30, 2019.
3. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve the appointment of **Tiron Duraku**, Summer Custodian, Cresskill Middle/High School, 8 hours/day, \$10.00/hour, pending criminal history review, effective July 1, 2019 through August 30, 2019.
4. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, accept the resignation of **Ellen Seavers**, Assistant Varsity Softball Coach, Cresskill High School, effective June 12, 2019.
5. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve the resignation of **Adam Preciado**, Head Golf Coach, Cresskill High School, effective June 12, 2019.
6. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve the internship for **Joy Simha**, Social Worker student from Ramapo College, with Kristen Sellix, District, Ramapo College student, pending criminal history review clearance, for the entire 2019-2020 school year.
7. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve the appointment of **Lynda Nienstedt**, Guidance Secretary, Cresskill Middle/High School, Cat II, Step 6, \$40,100, plus \$5,000 stipend as Registration Officer, pending criminal history clearance and pre-employment verification, effective June 28, 2019, and for the 2019-2020 school year.
8. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve the appointment of **Joseph Sussman**, Special Education/History teacher, Cresskill Middle/High School, MA +30, Step 7, \$74,240, pending criminal history clearance and pre-employment verification, effective September 1, 2019 for the 2019-2020 school year.
9. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve the appointment of **Jessica Lebovitz**, Occupational Therapist, District, MA, Step 4, \$38,889 (.6 FTE position), pending criminal history clearance and pre-employment verification, effective September 1, 2019 for the 2019-2020 school year.
10. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve the attached list of **Volunteer Coaches** for 2019-2020.
11. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve the appointment of **Rena Tracy**, maternity leave replacement teacher for Kelly

Capp, elementary teacher, Merritt Memorial School, \$263 per diem, effective September 3, 2019 through November 27, 2019.

- 12. Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve compensation for the following staff for sound/lighting assistance for dance recital on June 9, 2019:
John Von Glahn, 7 hours at \$33/hour, totaling \$231
John Mc Caffrey, 7 hours, \$33/hour, totaling \$231
Erich Roberts, 7 hours, \$33/hour, totaling \$231
Audrey Cho, 7 hours, \$10/hour, totaling \$70
Salvatore Pellicone, 7 hours, \$33/hour, totaling \$231
- 13. Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve the maternity related disability paid leave of absence (FMLA) of **Indira Longarzo**, Speech & Language Specialist, District, effective October 7, 2019 through November 10, 2019, and the unpaid leave of absence (NJFLA) effective November 11, 2019 through February 19, 2020, exclusive of December 23, 2019 through January 1, 2020.
- 14. Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve compensation for **Anthony DeMarco**, Athletic Trainer, Cresskill High School, \$1,585 for 2019 summer work.
- 15. Resolved**, that the Board of Education authorizes the Superintendent to offer a contract of employment in July and August. All approvals will be presented to the Board for their review, at the next scheduled meeting after the award or action.
- 16. Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve the reappointment of **Lunch Aides** for the 2019-2020 school year.
- 17. Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the reappointment of **District Paraprofessional staff** for the 2019-2020.
- 18. Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the reappointment of **Non-Certificated** and **Central Office** staff for the 2019-2020 school year.
- 19. Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve the attached list of **Summer Staff** for extended school year program, July 1 – August 2, 2019.

EDUCATIONAL PLANNING

1. **BE IT RESOLVED**, that, subject to the applicable restrictions and requirements set forth in the New Jersey travel payment guidelines as established by the Department of the Treasury, as well as those guidelines established by the Office of Management and Budget, except to the extent that said guidelines conflict with the provisions of Title 18A of the New Jersey Statutes, the Board upon the recommendation of the Superintendent, hereby approves travel related to attendance, as well as the payment and/or reimbursement for the allowable costs and expenses associated with the attendance at the conferences or workshops for the professional staff as noted, so long as said costs and/or expenses are consistent with the provisions of N.J.S.A. 18A:12-11.

Name:	Catherine Durakis
Dates:	Summer 2019
Webinar:	LGBTQ Issue in Schools: Celebrating and Supporting Diversity
Fee:	\$150

2. **Resolved**, that the Board of Education approve the achievement of the Superintendent's merit goals for the 2018-2019 school year as listed below.
 - **Communication:** The Superintendent will increase communication with the parents and community through the development of a more current, functional Superintendent's Section of the District's website.
 - **Buildings & Grounds:** To better plan for the future and provide the Board of Education with an outline of priorities, the Superintendent will create a long term district Facilities & Grounds Strategic Plan Document.
 - **Collaborative Leadership:** Our community approved a \$12.5 million referendum in September of 2017. At this year's New Jersey School Boards Association Conference in Atlantic City, the Superintendent will present and summarize our district's process from start to finish including: identifying a need, discussing options, and presenting to the community.
3. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve the submission of the Lead Testing Statement of Assurance for the 2018-2019 school year.
4. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve the change in Board of Education meeting date from July 22, 2019 to **July 15, 2019**.
5. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, affirms the interventions implemented for the reported incident(s) for the 2018-2019 school year.
6. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve the School District and School HIB Grades for the 2017-2018 school year.

FINANCE:

1. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve the additional Bill List May 2019. (Attachment F-1)

Fund 10	General Fund	\$2,583,568.51
Fund 20	Special Revenue	\$49,590.09
Fund 30	Capital Projects	\$1,249,112.85
Fund 40	Debt Service	0.00
Fund 60	Cafeteria Account	\$32,745.36
Total		\$3,915,016.81

Void Checks Fund 10 (\$ 49.00)

2. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve the Board Secretary’s Report for the month ending May 30, 2019 and certify that no major account has been over expended in violation of NJAC 6A:23-2.11(c) 3k, and that, pursuant to N.J.S.A. 18A:22-8 and 18A:22-8-1 sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year. (Attachment F-2)
3. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve the Monthly Reconciliation Report for the month ending May 2019. (Attachment F-3)
4. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve the budget transfers for the month of May 2019. (Attachment F-4)
5. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve the Business Administrator to pay July 2019 bills.
6. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve Pomptonian Food Service Management Company for the 2019-2020 school year.

The Food Service Management Company shall receive, in addition to the costs of operation, a fee of \$.0510 for each \$1.00 of sales to compensate the Food Service Management Company for administrative and management costs. This fee shall be billed monthly as a cost of operation. The District guarantees the payment of such costs and fee to the Food Service Management Company.

The FSMC guarantees the District a minimum profit of five thousand four hundred fifty dollars (\$5,450) for the school year 2019-2020.

7. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve the cafeteria price list for the 2019-2020 school year. (Attachment F-5)

- 8. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, accept the donation from the Korean Parent Association in the amount of \$1,000 for Cresskill Middle School/Cresskill High School.
- 9. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, accept the 2019-2020 grant allocation for the ESEA Consolidated Grant and approve submission to the NJ Department of Education.
- 10. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve the transfer of current year surplus to capital reserve.

WHEREAS, NJAC 6A:23A-14.3 and 14.4 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by Board resolution, and

WHEREAS, The Cresskill Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, and

WHEREAS, the Cresskill Board of Education has determined that up to \$600,000 is available for such purpose to transfer;

NOW THEREFORE BE IT RESOLVED by the Cresskill Board of Education that it hereby authorizes the district’s School Business Administrator to make this transfer consistent with all applicable laws and regulations.

- 11. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, accept the 2019-2020 grant allocation for the IDEA Grant and approve the Business Administrator to submit the application.

DESCRIPTION	PUBLIC AMOUNT	NON-PUBLIC AMOUNT
IDEA – BASIC	\$305,753.00	\$ 19,568.00
IDEA – PRE-SCHOOL	\$ 14,690.00	\$ 0.00

- 12. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the Athletic and Co-curricular stipend guides for 2019-2022.
- 13. **Resolved**, that the Cresskill Board of Education, upon the recommendation of the Superintendent, authorize the submission to amend the Long Range Facilities Plan by the School Business Administrator to include the project to replace the track surface at the Cresskill Middle School – High School at a cost of \$212,080.
- 14. **Resolved** that the Cresskill Board of Education, upon recommendation of the Superintendent, approve the resolution as outlined below:

Whereas, NJAC 6A:23A-14.1(h) permits a Board of Education to withdraw funds from the Capital Reserve account at any time during the year and appropriate to the required capital outlay major account lines to fund the total costs, less any excess costs, of an other capital project which would otherwise be eligible for state supports, as determined in accordance with NJAC 6A:26-3, and

Whereas, the Cresskill Board of Education hereby authorizes the use of capital reserve to fund the Cresskill Middle School – High School track replacement project in the 2019/2020 school year, and

Whereas, the Cresskill Board of Education hereby approves the total transfer of \$212,000 in the 2019/2020 school year for the Cresskill Middle School – High School track replacement project, and

Whereas, the Board hereby approves the total transfer from the capital reserve account in the 2019/2020 school year to the capital outlay fund to fund the total costs, less any excess costs, of the Cresskill Middle School – High School track replacement project, and

Whereas, the Board hereby approves the Business Administrator/Board Secretary to generate account transfers to effectuate the terms of this Resolution.

- 15. Resolved,** that the Cresskill Board of Education, upon the recommendation of the Superintendent, approve ATC Corp., Inc. under EdData Bid Contract Number 8552 to replace the track surface at the Cresskill Middle School – High School in the amount of \$212,080 during the 2019/2020 school year.