

CRESSKILL BOARD OF EDUCATION
Regular Meeting, October 28, 2019
Edward H. Bryan School Media Center, 6:00 PM

CALL TO ORDER

The regular Meeting of the Cresskill Board of Education was held on Monday, October 28, 2019 at Edward H. Bryan School in the Gymnasium. The meeting was called to order by Denise Villani at 6:00 p.m.

President Villani led those present in the Pledge of Allegiance.

ROLL CALL

PRESENT: Trustee Amy Cusick
Trustee Michael DePalo
Trustee Eugene Gorfin
Trustee Dionna Griffin (arrived 6:49pm)
Trustee Mary Klein
Vice President Stephen Moldt (arrived 6:10pm)
Trustee Raffi Odabashian
President Denise Villani

ABSENT: Trustee Sally Cummings

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 Edward H. Bryan Gymnasium 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."

WALKTHROUGH OF EDWARD H. BRYAN SCHOOL

The Board and public completed a walk-through of the Edward H. Bryan school building, led by Principal Erik Roth, and accompanied by Tom Steward, Supervisor of Buildings and Grounds. All classrooms have new signs in the hallways with the teacher's name, that were donated by the PTA. Mr. Roth complimented the custodians for keeping the building in great shape. He also commented that the board has recently upgraded the PA system and installed new windows, blinds and a roof. There was a comment about the water fountains being out-of-order. Mr. Roth stated we are in the process of

replacing them with bottle fillers. In the media center, Mr. Burke commented on the need for additional space, reflected by the room partitions creating small group instruction areas. The group also toured the new early childhood center which is still being constructed.

PRESENTATION

Testing Presentations by John Massaro-Principal, CMS/CHS, Erik Roth-Principal, EHB, and Sean Conlon-Principal, MMS

Mr. Burke introduced our district principals, Mr. John Massaro for the Middle/High School, Sean Conlon for Merritt Memorial School, and Erik Roth of Edward H. Bryan School. Each Principal presented information about their school's score results from the PARCC, Advanced Placement and SAT tests. The presentations will be posted to the district website.

INFORMATION ITEMS

November 5 - CMS/CHS Meet the Administration, Media Center, 7:00 PM

November 7 & 8 - NJEA Teachers Convention, School Closed

November 11 - CBOE Regular Meeting, CMS/CHS Media Center, 7:00 PM

November 13, 14 & 15 - Minimum Days for Elementary Schools ONLY, Parent/Teacher Conferences

November 18 - CEF Concert for the Arts, CMS/CHS Auditorium, 7:00 PM

November 25 - CBOE Regular Meeting, CMS/CHS Media Center, 6:00 PM

November 27- Minimum Day for All Schools, Thanksgiving Recess Begins

November 28 & 29 - Thanksgiving Recess, School Closed

December 16 - CBOE Regular Meeting, CMS/CHS Media Center, 7:00 PM

CONSENT AGENDA

A. Motion to Introduce Consent Agenda

On a motion by Trustee Moldt, seconded by Trustee Klein and carried, the Board approved the Consent Agenda.

Minutes:	1
Personnel:	1 THROUGH 8
Educational Planning:	1 THROUGH 5
Finance:	1 THROUGH 9

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

Trustee Klein asked about FMLA leaves of absence for teachers.

President Villani asked about the 9-12 Italian field trip dates.

Trustee Odabashian asked if Systems 3000 back-up would cover student data. President Villani responded that it is only for our personnel and accounting, but our student software backs up our student data.

Trustee Odabashian asked what the district plans are to protect against ransomware. Mr. Burke explained we have instituted several processes and procedures to significantly reduce our exposure.

Trustee Moldt asked about the revised payment application for the EHB construction contractor. Ms. Delasandro explained that it was revised as the allowance numbers were incorrect on the original payment application approved last month.

- 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 on the Consent Agenda.

- 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 thanked the board members who were able to take time off and attend the NJASBO conference in Atlantic City last month. She commented that Stephanie David has been invited to present at our November 11th board meeting on the Greenway Project. President Villani noted we will be having a closed session this evening to discuss a personnel matter.

SUPERINTENDENT'S REPORT

Mr. Burke noted the band festival at Montclair University has been postponed due to weather. We have a few tickets still available to attend. He discussed the Safe Routes to School program and our opportunities for grant funds. We held a walk-to-school day at Bryan School last week. The annual "Meet the Admin" event will be held November 5th and the Concert for the Arts is coming up on November 18th. He encouraged all to attend.

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.

Mr. Yoo commented on vaping and asked about Bergen county involvement. He noted they can provide a list of speakers. Trustee Klein responded that the HSA is bringing in speakers from Parents Against Vaping next month to present on the Dangers of Teen Vaping.

TRUSTEE COMMENT

Trustee Klein commented the Fall National Honor Society Induction ceremony was very nice and Ms. Zoino did a great job with it. She noted that this year the HSA is hosting a comedy night, instead of casino night. It will be held at the end of January.

Trustee Klein commented about her concern with the change order to add irrigation at Edward H. Bryan School. She is concerned with the cost, maintenance and the potential appearance of having only half the school irrigated. The board had a discussion about the irrigation and landscaping which is part of the referendum and additional at EHB.

Trustee Gorfin commented on the Zach Garcia 5k, noting it was very well attended and a great event. He asked if there were any flooding issues this past weekend at the high school. Mr. Burke responded there was not, but if it had been a school day, we may have needed police involvement. The board discussed procedures of student evacuation when the Tenakill floods the high school parking lot. Trustee Klein would like to track the costs we incur when there is a floor and we need to evacuate.

Trustee Gorfin commented that the college series run by Michelle Blanco is great. He also spoke about the workshops he attended at the NJASBO convention. He wants to know how we can incorporate mental well-being, student-led learning and internships, including in school administration positions, into the district curriculum.

CLOSED SESSION

On a motion by Trustee Moldt, seconded by Trustee Klein, and approved by unanimous voice vote, the meeting was adjourned to Closed Session at 8:53 p.m. to discuss a personnel matter.

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.

A motion to end Closed Session and resume a Public Session was made by Trustee Moldt, seconded by Trustee Klein, and approved by unanimous voice vote at 9:20pm.

MOTION TO ADJOURN

Hearing no further business, the meeting is adjourned at 9:20pm on the motion of Trustee Cusick, seconded by Trustee Gorfin, and approved by unanimous voice vote.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Dawn Delasandro", with a long horizontal flourish extending to the right.

Dawn Delasandro
Business Administrator/Board Secretary

CRESSKILL BOARD OF EDUCATION
CRESSKILL, NEW JERSEY

CONSENT AGENDA
REGULAR MEETING
October 28, 2019

MINUTES

1. Approval - September 9, 2019 Regular Meeting
September 23, 2019 Regular Meeting

PERSONNEL

1. Approval - Danielle Peluso, Kean University student observation hours with Jenny Shatzel, District, Fall 2019
2. Approval - Zsofia Balog, Fairleigh Dickinson University education program student, with Jostine Mejia, CHS, 10 hours, January 2020
3. Approval - Maternity related disability paid leave of absence (FMLA) of Kaitlin McBain, Step by Step Aide, EHB, effective January 23, 2020 through February 16, 2020 and the unpaid leave of absence (NJFLA) effective February 17, 2020 through May 17, 2020
4. Approval - Maternity related disability paid leave of absence (FMLA) of Debbie Warszniter, Elementary teacher, EHB, effective February 19, 2020 through April 9, 2020 and the unpaid leave of absence (NJFLA) effective April 10, 2020 through June 23, 2020
5. Approval - Appointment of Daniel Jablonski, Freshman Basketball Coach, Year 1, Step 1, \$4,391, for the 2019-2020 school year
6. Approval - Appointment of Kathleen Wilkin, Volunteer Girls Basketball Coach, for the 2019-2020 school year.
7. Approval - Maternity related disability paid leave of absence (FMLA) of Colleen Surovich, Speech/Language Specialist, Merritt Memorial School, effective April 13, 2020 through May 13, 2020 and the unpaid leave of absence (NJFLA) effective May 14, 2020 through June 23, 2020
8. Approval - Compensation for Susan Farina, EHB, 2019 summer curriculum writing, 24 hours, \$33.84/hour

EDUCATIONAL PLANNING

1. Approval - Conferences/Workshops/Travel
2. Approval - Field Trips for 2019-2020
3. Approval - 1:1 Aide, Liz Scales, for after-school program, eight (8) 1 hour sessions, \$20/hour, totaling \$160, effective 09/05/19 through 12/31/19
4. Approval - Home Instruction, 2 hours/week for eight (8) weeks, \$33.84/hour with teachers: Kristin DePeri, Anthony Giannantonio, Iris Kim and Colby Mulkeen
5. Approval - 1:1 Aide, Kathleen Wilkin, for Halloween Dance, 2 hrs, \$19.96/hr

FINANCE

1. Approval - Bills for October 2019
2. Approval - Additional Bills for September 2019
3. Approval - Board Secretary's Report for September 2019
4. Approval - Monthly Reconciliation for September 2019
5. Approval - Transfer Report for September 2019
6. Approval - Payment of bills for November 2019
7. Approval - Payment of Revised Request #5 from The Bennett Company, Inc. for \$715,400.00 for work completed to date on Project 3301-Addition/Renovation at EHB
8. Approval - Systems 3000 Backup and Recovery proposal for Accounting, Personnel and Payroll software and data for \$742 for academic year 2019-2020.
9. Approval - Atlantic Tomorrows Office copier/printer/scanner 60 month Lease and Service & Supply program at \$3,895.23 per month.

MINUTES:

1. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve the minutes of:
 - September 9, 2019 - Regular Meeting Minutes
 - September 23, 2019 - Regular Meeting Minutes

PERSONNEL:

1. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the observation hours of **Danielle Peluso**, Kean University student, with Jenny Shatzel, Occupational Therapist, District, during Fall 2019.
2. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the observation hours (Field Experience III) for **Zsofia Balog**, Fairleigh Dickinson University education program student, with Jostine Mejia, Science Department, Cresskill High School, for 10 hours in January 2020.
3. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the maternity related disability paid leave of absence (FMLA) of **Kaitlin McBain**, Step by Step Aide, Edward H. Bryan School, effective January 23, 2020 through February 16, 2020 and the unpaid leave of absence (NJFLA) effective February 17, 2020 through May 17, 2020.
4. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the maternity related disability paid leave of absence (FMLA) of **Debbie Warszniter**, Elementary teacher, Edward H. Bryan School, effective February 19, 2020 through April 9, 2020 and unpaid leave of absence (NJFLA) effective April 10, 2020 through June 23, 2020.
5. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the appointment of **Daniel Jablonski**, Freshman Boys Basketball Coach, Year 1, Step 1, \$4,391, pending criminal history review, issuance of substitute certificate and pre-employment verification clearance, for the 2019-2020 school year.
6. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the appointment of **Kathleen Wilkin**, Volunteer Girls Basketball Coach, for the 2019-2020 school year.
7. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the maternity related disability paid leave of absence (FMLA) of **Colleen Surovich**, Speech/Language Specialist, Merritt Memorial School, effective April 13, 2010 through May 13, 2020 and the unpaid leave of absence (NJFLA) effective May 14, 2020 through June 23, 2020.

- 8. Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the compensation for **Susan Farina**, 2019 summer curriculum writing, 24 hours, \$33.84/hour, during August 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: Alexandra Roberts
Date(s): November 6, 2019
Conference: College tours of Salve Regina and Citadel Military Academy
Location: Rhode Island
Fee: \$0
Transportation: \$0

Name: Michelle Blanco
Date(s): November 6, 2019
Conference: Stanford University Info Session & Tour
Location: Stanford, CA
Fee: \$0
Transportation: \$0

Name: Linda Ryan and Edis Martinez
Date(s): November 13, 2019
Conference: Systems 3000 Accounting Application Training
Location: System 3000 Corporate Office
Eatontown, NJ
Fee: \$0
Transportation: a per GSA guidelines

Name: Chris Woodford
Date(s): November 13, 2019
Conference: Hudson River Estuary NJ Teacher Professional Development Workshop

Location: Liberty Science Center
 Jersey City, NJ
Fee: \$15 (not BOE paid)
Transportation: a per GSA guidelines

Name: Maria Santoro
Date(s): December 4, 2019
Conference: No More Secrets - Empowering Victims of Sexual Abuse

Location: Hackensack Univ. Medical Center
 Hackensack, NJ
Fee: \$0
Transportation: \$0

2. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the attached list of **Field Trips** for the 2019-2020 school year.

3. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, in accordance with the student's IEP for the 2019-2020 school year approve the following service for **student #782252039**, 1:1 Aide, Liz Scales, for after-school program, eight (8) 1 hour sessions, \$20/hour, totaling \$160, effective September 5, 2019 through December 31, 2019.

4. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, in accordance with the student's IEP for the 2019-2020 school year approve the following service for **student #3576161982**, Home Instruction, 2 hours/week for eight (8) weeks per teacher, \$33.84/hour with the following teachers:
 - Kristen DePeri - Math
 - Anthony Giannantonio - Social Studies
 - Iris Kim - Science
 - Colby Mulkeen - English

5. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, in accordance with the student's IEP for the 2019-2020 school year approve the following service for **student #9457382021**, 1:1 Aide, **Kathleen Wilkin**, 2 hours, \$19.96/hour, for Halloween Dance on October 29, 2019.

FINANCE:

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

Fund 10	General Fund	\$574,082.27
Fund 20	Special Revenue	\$103,036.10

Fund 30	Capital Projects	\$ 3,440.80
Fund 40	Debt Service	\$ 0.0
Fund 60	Cafeteria Account	\$ 33,940.17
Total		\$714,499.34

Void Checks Fund 10 \$35,569.17

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

Fund 10	General Fund	\$2,389,914.80
Fund 20	Special Revenue	\$ 28,379.70
Fund 30	Capital Projects	\$ 0.00
Fund 40	Debt Service	\$ 0.00
Fund 60	Cafeteria Account	\$ 19,289.52
Total		\$2,437,584.02

Void Checks Fund 10 \$0.00

3. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve the Board Secretary's Report for the month ending September 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)
4. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve the Monthly Reconciliation Report for the month ending September 2019. (Attachment F-3)
5. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve the budget transfers for the month of September 2019. (Attachment F-4)
6. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve the Business Administrator to pay November 2019 bills.
7. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent and district architect, DiCara Rubino Architects, approve **Payment of Revised Request #5** from

The Bennett Company, Inc. in the amount of **\$715,400.00** for work completed to date on Project 3301-Addition and Building Renovation at Edward H. Bryan School.

8. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve the contract with **Systems 3000** for **Backup and Recovery services** for the district's Accounting, Personnel and Payroll software and data at an **annual cost of \$592** and a one-time **set up fee of \$150**.
9. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve the contract with **Atlantic Tomorrows Office** under **State Contract #40467** to supply **12 new Savin copier/printer/scanner/fax machines** throughout the district for a 60 month lease at a monthly rate of \$2,815 and a Service and Supply program at a monthly lease rate of \$1,080.23 **for a total monthly cost of \$3,895.23**, including PaperCut.