

CRESSKILL BOARD OF EDUCATION
Regular Meeting, April 27, 2020
Cresskill Borough Hall, 7:00 PM

CALL TO ORDER

The Regular Meeting of the Cresskill Board of Education was held on Monday, April 27, 2020 at Cresskill Borough Hall. The meeting was called to order by President Villani at 7:11 p.m.

President Villani led those present in the Pledge of Allegiance.

ROLL CALL

PRESENT: Trustee Sally Cummings (via Zoom)
Trustee Amy Cusick (via Zoom)
Trustee Michael DePalo (via Zoom)
Trustee Eugene Gorfin (via Zoom)
Trustee Dionna Griffin (via Zoom) (departed 9:35pm)
Trustee Mary Klein (via Zoom)
Vice President Stephen Moldt (via Zoom)
Trustee Raffi Odabashian (via Zoom)
President Denise Villani

ALSO PRESENT: Michael Burke, Superintendent of Schools (via Zoom)
Dawn Delasandro, Business Administrator/Board Secretary

READING OF THE OPEN PUBLIC MEETING STATEMENT:

"The New Jersey Open Public meetings Law was enacted to ensure 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 in the Cresskill Borough Hall 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

May 11 - CBOE Regular Meeting, Cresskill Borough Hall, 7:00 PM

PRESENTATION - 20/21 Budget Presentation

Mr. Burke and Ms. Delasandro presented the 2020/2021 budget. Mr. Burke reviewed the current year's accomplishments including our programs, expanded electives, Profile of a Cresskill Graduate, security upgrades and our various rankings. He also reviewed the budget highlights including our new staff hires, technology upgrades, various maintenance projects and our new district website. Ms. Delasandro went over some of the challenges faced during preparation of the budget including contractual salary

Budget Presentation, continued

increases, increased special education needs, and the district's desire for improved programs and additional staff. Ms. Delasandro continued with the budget figures and comparisons to the current year. Our revenues include a 2% tax levy increase which accounts for 85% of the total revenue, tuition revenue and a \$960,000 surplus (fund balance) from 2018/2019 which was allocated for the 20/21 budget. Ms. Delasandro expressed her concerns with such a large fund balance and the potential need to create a similar amount from this year's budget to fund the 21/22 budget. Our state aid increased over 8% for a total of over \$1.6 million. Ms. Delasandro also reviewed the proposed budget expenditures. Regular instruction is the largest expense at almost 34% of the total budget and special education the second largest expense at over 18%. These include the teacher salaries as well as all program costs for supplies and curriculum. Ms. Delasandro reviewed other projected expenses including those for administration, transportation, extracurricular and employee benefits. She concluded the presentation with the projected tax costs for residents. The board trustees asked many questions throughout the presentation.

CONSENT AGENDA

A. Motion to Introduce Consent Agenda

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

Minutes:	1
Personnel:	1 - 2
Finance:	1 - 4

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

Ms. Delasandro noted Personnel #1 is being revised to adjust the disability and FMLA designation. Trustee Moldt asked how Personnel 1 and 2 are related. Mr. Burke explained the one resolution is for Ms. Dauble's leave, and the second is for her class coverage during her leave. He commented it is difficult to find a replacement during the virtual learning and this will also save us a few dollars. Trustee Klein asked about the food service agreement and Ms. Delasandro explained it is a revised agreement due to the school closure. The board discussed the budget. Trustee Moldt expressed his desire for a 2% levy increase and to not use the remaining referendum money to pay debt service but rather complete the EHB basement renovation. Trustee Cummings agreed with Trustee Moldt. Trustee Klein said she would like to return the referendum money and use capital reserve funds instead as there are rumors that the State could take district's capital reserve due to the spending on the current pandemic. Trustee Odabashian commented he is not in favor of the 2% and giving back any amount helps. President Villani the budget has been recommended by the Superintendent and Business Administrator. She can go either way but hasn't had much push back about the 2%.

CBOE April 27, 2020 Regular Meeting MINUTES

- 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 present this evening.

- 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	✓	Fin. 3		
Trustee Griffin	✓			
Trustee Klein	✓	Fin. 3		
Vice President Moldt	✓			
Trustee Odabashian	✓	Fin. 3		
President Villani	✓			

BOARD PRESIDENT’S REPORT

President Villani hoped all are doing well and stay healthy. She noted that the Governor provided a “Road to Recovery” today but it did not include much information. Now that the budget is behind us, we can focus on the students and how to best help them through this.

SUPERINTENDENT'S REPORT

Mr. Burke informed the board that a previous student has suddenly passed away. He expressed his condolences.

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 public present this evening.

TRUSTEE COMMENT

Trustee Cummings shared her neighbor's idea about prom which was using Flowers Flowers to send bouquets and ask their dates to prom. Mr. Burke said he is waiting for guidance and wants consistency among districts. Trustee Cummings noted the pandemic could go into summer and the second wave could be worse than first. Trustee Cusick noted professionals are looking back at the Spanish Flu from the 1920s and how the second wave was significantly worse. Mr. Burke commented we will need to adjust how we have school in September including how we have all the students together for lunch and gym. Trustee Cusick mentioned half days in school and half at home with virtual learning, President Villani commented that locker cleanouts started today and that the students are using an Instagram page to list their college choices. Trustee Odabashian asked how the live virtual learning is going. Mr. Burke explained there is frustration in small pockets. Some veteran teachers are having trouble with the technology but staff is constantly sharing resources with each other. Everyone is moving forward together. Trustee Gorfin asked if our union is pushing back against the virtual learning. Mr. Burke replied no and thanked the union president, Marie Papaleo, for that. The board discussed the school calendar and usage of the remaining snow days that need to be scheduled. Trustee Odabashian shared a picture of the sign from the new addition at EHB. Mr. Burke said he wants to have the Grand Opening soon. Trustee Gorfin asked about Ms. Krapels resignation. Mr. Burke replied that she has been great but we were not in a position to provide a counter offer to keep her. She is going to be a supervisor in Glen Rock. Trustee Gorfin commented we should hire a replacement for her with experience.

CLOSED SESSION (IF NECESSARY)

There was no closed session this evening.

MOTION TO ADJOURN:

Hearing no further business, the meeting is adjourned at 9:43 p.m. on the motion of Trustee Odabashian, seconded by Trustee Griffin and approved by unanimous voice vote.

Respectfully submitted,



**Dawn Delasandro
Business Administrator/Board Secretary**

CRESSKILL BOARD OF EDUCATION
CRESSKILL, NEW JERSEY

CONSENT AGENDA
REGULAR MEETING
April 27, 2020

MINUTES

1. Approval - March 19, 2020 Regular Meeting Minutes
March 30, 2020 Regular Meeting Minutes

PERSONNEL

1. Approval - Amend Leigh-Ann Dauble maternity leave to continue with virtual education while school remains closed, until 05/15/20, in accordance with her Doctor's note and subject to her and her child's health and well-being, and approved paid disability leave of absence after the birth of the baby through 06/23/20, and placed on unpaid leave of absence (NJFLA/FMLA) on or about 09/01/20 through 11/13/20
2. Approval - Appointment of the following one (1) class coverage assignments for the following teachers for Leigh-Ann Dauble, CMS/CHS Art teacher, while out on maternity leave, effective 05/18/20 through 06/23/20,
Catherine Gelchinsky, 1 class, \$55.55/day, 5 days/week
Amy Grossman, 1 class, \$55.55/day, 5 days/week
Shane Kress, 1 class, \$55/day, 5 days/week
Jason Timochko, 1 class, \$55.55/day, 5 days/week

FINANCE

1. Approval - Payment of bills for May 2020
2. Approval - Food service management fees of \$75/day to Pomptonian Food Service from March 16, 2020 through the date school reopens
3. Approval - 2020-2021 Final School Budget
4. Approval - Lerch, Vinci & Higgins, LLP as Auditor for the fiscal year ending 6/30/2020 at a fee of \$20,500

MINUTES:

1. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the minutes of:
March 19, 2020 - Regular Meeting Minutes
March 30, 2020 - Regular Meeting Minutes

PERSONNEL:

1. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, amend the maternity related disability leave of **Leigh-Ann Dauble** to continue with virtual education while school remains closed, until May 15, 2020, in accordance with her Doctor's note and subject to her and her child's health and well-being, and approved paid disability leave of absence after the birth of the baby through June 23, 2020, and placed on unpaid leave of absence (FMLA/NJFLA) on or about September 1, 2020 through November 13, 2020.
2. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the appointment of the following one (1) class overage assignments for the following teachers for **Leigh-Ann Dauble**, CMS/CHS Art teacher, while out on maternity leave, effective May 18, 2020 through June 23, 2020:
 - Catherine Gelchinsky**, 1 class, \$55.55/day, 5 days/week
 - Amy Grossman**, 1 class, \$55.55/day, 5 days/week
 - Shane Kress**, 1 class, \$55/day, 5 days/week
 - Jason Timochko**, 1 class, \$55.55/day, 5 days/week

FINANCE:

1. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve the Business Administrator to pay May 2020 bills.
2. **Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve the Letter of Understanding with Pomptonian Food Service for food service management fees in the amount of \$75 per day for the period March 16, 2020 through the date school reopens, but not later than June 30, 2020.
3. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the following final budget for the 2020-2021 school year

BE IT FURTHER RESOLVED, included in budget line 630, Budgeted Withdrawal from Maintenance Reserve is \$50,000 for required maintenance of various repairs throughout the district. The district intends to utilize these funds for maintenance expenditures from account 11-000-261-420.

BE IT FURTHER RESOLVED, the General Fund tax levy of \$28,247,166 is approved to support General Current Expenses and \$1,980,602 is approved to support Repayment of Debt for the ensuing school year 2020-2021; and

NOW, THEREFORE BE IT RESOLVED, that the total budget for the ensuing school year 2020-2021 is \$35,451,606 which includes Special Revenue and Debt Service as follows:

<u>FUND</u>	<u>BUDGET</u>	<u>LOCAL TAX LEVY</u>
Total General Fund:	\$32,681,389	\$28,247,166
Total Special Revenue Fund:	\$637,751	\$0.00
Total Debt Service Fund:	\$2,132,466	\$1,980,602
TOTAL:	\$35,451,606	\$30,227,768

4. **RESOLVED**, that the firm of Lerch, Vinci, and Higgins be engaged as Auditors for the fiscal year ending June 30, 2020 at a fee of \$20,500. It is understood that the Auditor will render at least the following services, with work beyond the standard audit commitment (enumerated below) billed at the rates noted:

Attend meetings of the Board of Education, as requested.

Attend the meeting of the Board of Education at which the Annual Audit Report is publicly presented.

Perform all functions connected with the preparation of the Annual Audit Report under the rules and regulations as prescribed by the State Board of Education.

Advise the Board and Board of Education personnel generally, on the financial operations and procedures within the Cresskill Public Schools.

Other duties as enumerated in the original Request for Board Auditor Services.

Conversion of Financial Statements to GASB 34 & prepare MD&A	\$5,200
Partners	\$150-\$175 per hour
Managers	\$125-\$140 per hour
Senior Accountants/Supervisors	\$90-\$115 per hour
Staff Accountants	\$75-\$85 per hour
Other Personnel	\$45 per hour